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Pre-Submittal Applicant Conference

**Request for Applications No. HHS0011021
Family Violence Program (FVP) – Enhanced Services RFA
February 14, 2022, at 3:00 PM CT**

Agenda



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1. Introductions
2. Housekeeping Items
3. Project Overview & Scope
4. Funding Stream Updates & Tracking
5. Grant Term
6. Program Requirements & Allowable Activities
7. Prohibitions
8. Closing Comments

Introductions

Speakers

- **Ross Hoffpauir**, Grants Specialist
Sole Point of Contact for RFA
Health and Human Services Commission (HHSC) Procurement and Contracting Services (PCS)
- **Megan Bermea**, Director of HHSC Office of Family Services
Family Violence, Child Advocacy & Human Trafficking
- **Vera Amezcua-Cafege**, Contract Administration Lead
HHSC Family Violence Program



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Procurement Roles

Procurement Team

- Health and Human Services Commission (HHSC) Procurement and Contracting Services (PCS) is responsible for all procurement and solicitation activities.
- HHSC Family Violence Program Management Section is responsible for contract management activities throughout the life of the Grant Agreements including, contract development, execution, and monitoring.
- HHSC Family Violence Program is responsible for project scope, requirements, performance, results, and monitoring.



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Schedule of Events

Deadline for Submitting Questions

February 18, 2022, by 5:00PM

Any questions arising prior to the question deadline must be submitted in writing to Ross.Hoffpauir01@hhs.texas.gov



Tentative Date Answers to Questions Posted

Estimated: March 04, 2022



Deadline for Submission of Solicitation Applications

March 14, 2022, by 10:30 AM



Anticipated Grant Agreements Start Date

June 1, 2022



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Solicitation Access

HHSC will post all official communication regarding this RFA on the following websites, including the notice of award:

- The HHS Grants website is located at <https://apps.hhs.texas.gov/pcs/rfa.cfm>

HHSC reserves the right to cancel this RFA, or to make no award if it determines such action is in the best interest of the State.

HHSC may, in its discretion, reject any and all applications or portions thereof.



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Sole Point of Contact

- All communications relating to this RFA must be directed in writing to Ross Hoffpauir, Sole Point of Contact at Ross.Hoffpauir01@hhs.Texas.gov.
- All communications between respondents and HHSC staff members, or any other HHS staff members, concerning this RFA are **strictly prohibited**.
- Failure to comply with these requirements may result in application disqualification.



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Executive Summary of Program

- The purpose of this program is to promote self-sufficiency, long-term independence, and provide safety from Family & Dating Violence to adult survivors and their children.
- The goal of this program is to provide enhanced capacity for shelters and support services to survivors of Family & Dating Violence, beyond what is provided through our core services grant programs.
- Current HHSC-FVP grantees may apply to provide one (1) of the following:
 - Economic Stability (includes housing assistance)
 - Legal Services
 - Mental Health Services



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Available Funding

- Total Amount of Funding available: **\$13,000,000.00** to be expended by the end of FY23.
- HHSC FVP has allocated **\$6,500,000.00** per fiscal year (FY22 & FY23).
- Funding Stream:
 - ❖ **58% Federal Funds** (Social Services Block Grant- SSBG)
 - ❖ **42% State Funds**
- There are no match requirements for the Enhanced Services Grant.

NOTE: Federal funds (58%) will be used to only serve clients whose income is less than 200 percent of the Official Poverty Level (OPL). Those that fall outside of the income limit can be serviced with State Funds (42%).



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Source Documentation & Tracking Funds

- **Federal funds (58%) - only serve clients whose income is less than 200 percent of the Federal Poverty Level (FPL).**
- **Those that fall outside of the FPL can be serviced with State Funds (42%).**
- Grantee is responsible for separate documentation that tracks clients that fall below the 200 percent Federal Poverty Level, and for tracking eligible clients whose services will be funded by State Funds.
 - Example: During Intake, FVP grantees may implement new Check Box to determine Eligible Fund Source and may indicate Income Level for tracking purposes. Services rendered must be tracked separately.



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Grant Term

- Anticipated Project Start Date: June 01, 2022
- Project End Date: August 31, 2023

Note: Funds not expended prior to August 31, 2022 can be utilized for allowable expenditures during the second year of the grant (Carryforward of funds from September 1, 2022-August 31, 2023), with HHSC approval and an HHSC-approved budget revision. No funds can be expended after August 31, 2023.



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Eligible Applicants

Eligible Applicants must be:

- Current HHSC FVP shelter, nonresidential, or special nonresidential project service provider, as defined in this RFA, with at least one HHSC FVP Grant Agreement in place and in Good Standing at time of application.
- Not debarred of receiving any federal or state funds at the time of the grant award; and
- An eligible private nonprofit organization with a current 501(c)(3) status and who best demonstrate the ability to deliver services to victims of Family Violence and/or Dating Violence as outlined in this RFA.



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Allowable Services

- **Economic Stability Services**

Includes but is not limited to housing assistance (cannot exceed 12 months), household supplies, financial education, education assistance, employment assistance, childcare (must meet requirements listed under this RFA), staffing to support program efforts & ancillary support services, and transportation assistance. Repair and maintenance of a survivor's vehicle is allowable with **State Funds only**, regardless of income, and funds must be tracked separately and may not exceed \$1,000 per survivor.

- **Legal Services**

Provide access to affordable specialized legal representation such as: Obtaining protective Orders, divorce, child custody, child support, child visitation, CPS issues, immigration issues, debt/credit/bankruptcy, and others that promote survivor safety.

- **Mental Health Services**

Expansion of mental health services for underserved areas focused to provide mental health assistance to survivors of FV & DV and their families. Psychiatric services paid with **Federal Funds are prohibited**, for the exception of Intake assessments. Supporting capacity, distinguishing trauma-informed care vs. in-depth mental health services, establishing referral services to other mental health institutions, etc.



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Prohibitions

- Under SSBG Federal Funds, automobile repairs, medical bills, prescriptions, and children's' medications are prohibited.
 - ***NOTE: State funds may be used to pay for these expenses, but must be clearly documented and billed accordingly.***
- No direct cash payments to victims of Family Violence, or Dating Violence, or their dependents, are allowed with these funds. This includes the issuance of gift cards or contributing these funds to a program participant's savings account as part of any "matched savings account" or any program participation incentive.
- Indefinite housing assistance is not allowed with these funds. Awarded Applicants providing housing assistance must have a policy to address the length of assistance that is equally applied to each Client and cannot exceed 12 months of assistance;



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Submission of Forms

Respondents must complete and submit Forms A through F and Exhibits through J in accordance with the RFA, Article XIII, Submission Checklist.



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Evaluation Process

A three-step selection process will be used:

1. Eligibility screening based upon Section 3.3, Grant Award Eligibility, and Section 3.2, Application Screening Requirements
2. Evaluation based upon Section 9.4, Evaluation Criteria
3. Final Selection is based upon Section 10.1, Final Selection.



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Specific Selection Criteria

All eligible applications will be evaluated based upon:

1. Project Workplan (60%);
2. Financial Stability (20%); and
3. Programmatic Stability (20%).



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Submission of Exhibits

Respondents must complete and submit the exhibits in accordance with the RFA, Article IX, Submission Checklist.



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Delivery for Submission Option

Respondent must correctly deliver Solicitation Responses by the method below:

- **Submission Option #1:** Respondent shall submit the application through the HHS Online Bid Room utilizing the procedures identified in Exhibit E, HHS Online Bid Room Instructions.
- **Submission Option #2 with USB Drives:** Applicants shall submit each of the following on separate USB drives to the correct mailing address, which is dependent upon mailing method identified in this section (see mailing address options in the RFA, Section 8.3, Required Submission Method).



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Questions and Answers

All questions **must** be submitted in writing to the Sole Point of Contact using the formatting below from the RFA, Section 7.3, RFA Questions and Requests for Clarification:

- A. Identifying Solicitation number:
- B. Section number:
- C. Paragraph number:
- D. Page number:
- E. Text of passage being questioned:
- F. Question:

Submit via email to: Ross.Hoffpauir01@hhs.Texas.gov **by 5:00PM on February 18, 2022.**



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Question Deadline

- Questions are due by **5:00PM on Friday, February 18, 2022.**
- Questions received after this deadline cannot be responded to.
- An addendum will be posted to the HHS Grants Website with the answers to questions **on or after March 4, 2022.**



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Closing Comments

- Applicants are responsible for meeting the RFA requirements, including any addendums.
- All Addendums must be signed and submitted with the original application.
- Applicants must check the HHS Grants website frequently for any addendums that may have been added to this solicitation.



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HHS Grants Website

The link is: <https://apps.hhs.texas.gov/PCS/HHS0011021/>



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Thank you!

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