

## **Organization Experience, History, and Plans:**

1. Provide a one-page high-level summary describing the applicant's approach to meeting the RFA's overall requirements. The summary must demonstrate an understanding of the goals and objectives of the grant, and requirements pursuant to Texas Human Resources Code, Section 51.003(c).
2. Describe the organization's experience in providing the services outlined below to support and advance the work of family violence centers in Texas:
  - a. Provide comprehensive training to family violence centers;
  - b. Provide technical assistance to family violence centers;
  - c. Coordinate with HHSC to provide administrative support to the agency;
  - d. Evaluate, measure, and analyze the effectiveness of family violence centers in providing services that align with the needs of the community to support survivors and their dependents; and
  - e. State planning that incorporates the stated needs of survivors in Texas.
3. Describe Applicant's accounting systems and fiscal oversight plans to carry out the requirements of this RFA.
4. Describe Applicant's plans to meet, collect data, and report on the required performance measures of this RFA. Include a detailed description of how the Applicant will meet and report on all required outputs, and a detailed description of how the required outcomes will be achieved.

Provide a detailed narrative description of how the organization plans to provide the Family Violence Program's statewide administrative support services, as referenced in RFA Section 2.5 – Eligible Activities. Narrative must include the Applicants planned approach to accomplishing the following:

- a. Training for Service Providers as described in RFA Eligible Activities, Section 2.5.1.
- b. Technical Assistance to Service Providers as described in RFA Eligible Activities, Section 2.5.2.
- c. Coordination with the System Agency as described in RFA Eligible Activities, Section 2.5.3.
- d. Program Assessments and Effectiveness as described in RFA Eligible Activities, Section 2.5.4.
- e. State Planning (that aligns with the FVPSA-required needs assessment) as described in RFA Eligible Activities, Section 2.5.5.

## **Proposal Attachments**

Applicants must submit the following with the completed Form C: Narrative Proposal

- Results of the two (2) most recent single audits.
- IRS Letter of Determination of your organization's 501(c)(3) status.

Form C: Narrative Proposal  
HHS0015199 Family Violence Program

- Job descriptions of all key personnel (as defined by the Applicant). Include the qualifications of the staff fulfilling these roles and the years of family violence experience they have.
- Current organizational chart to include staff title and any vacancies at the time of application.
- Copy of the Board of Directors most current Board bylaws.
- Names and affiliation of your Board members.