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Applicant Conference

Request for Applications No. HHS0016936
Family Support Services (FSS) Community Services Grant (CSG)
May 8, 2026, at 2:00 p.m. CST





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Agenda

1. Housekeeping Items
2. Project Overview & Scope
3. Grant Term
4. Eligible Activities
5. Prohibitions
6. Closing Comments



Introductions

Speaker

- Dedra Williams, Grants Specialist
Sole Point of Contact for RFA
Health and Human Services Commission (HHSC)
Procurement and Contracting Services (PCS)



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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.
- Family Support Services (FSS) is responsible for contract management activities throughout the life of the Grant Agreements, including contract development, execution, and monitoring.
- Family Support Services (FSS) is also responsible for project scope, requirements, performance, results, and monitoring.



Schedule of Events

Event	Date and Time
Funding Announcement Posting Date Posted to HHS Grants RFA website	May 4, 2026
Applicant Conference (Attendance is Optional)	May 8, 2026, at 2:00 p.m. Central Time
Deadline for Submitting Questions or Requests for Clarification	May 15, 2026, by 5:00 p.m. Central Time
Tentative Date Answers to Questions or Requests for Clarification Posted	May 22, 2026
Deadline for Submission of Applications NOTE: Applications must be <u>RECEIVED</u> by HHSC by this deadline, if not changed by subsequent Addenda, to be considered eligible.	June 12, 2026, by 10:30 a.m. Central Time
Anticipated Notice of Award	November 2026
Anticipated Project Start Date	December 1, 2026



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Solicitation Access

HHSC will post all official communication regarding this RFA on the HHS Grants website, including the notice of award: <https://resources.hhs.texas.gov/rfa>.

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 Dedra Williams, Sole Point of Contact at dedra.williams@hhs.texas.gov.
- All communications between Applicants 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 the Family Support Services (FSS) Community Services Grant (CSG) program is to connect Participants in need in the greater Houston area with community crisis pregnancy services, foster care outreach services, and community services.
- The CSG program is entirely voluntary and free-of-charge to enrolled Participants.
- This program is designed to enhance local coordination and navigation of services for children, youth, and families through capacity building and support for innovative and sustainable models for community and family navigation services.



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Available Funding

- The total amount of State funding available for the CSG program is **\$12,000,000.00** for the entire Project Period.
- It is HHSC's intention to make up to two awards to Applicants that successfully demonstrate the ability to connect individuals in need with community crisis pregnancy services, foster care outreach services, and community supports.
- HHSC estimates the total amount of funding for the CSG program is \$2,400,000.00 per State Fiscal Year.
- Annual awards per individual Grant Agreement typically range between \$800,000.00 and \$1,500,000.00.



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Grant Term

- **Anticipated Project Start Date:** December 1, 2026
- **Project End Date:** August 31, 2031
- **Extension of Project Period:** System Agency may, at its sole discretion, extend the Project Period for up to one year to allow for the full expenditure of awarded funding and completion of grant activities. Approved Projects may not exceed six years.



Eligible Applicants

In order to be considered an Applicant eligible for evaluations, Applicant must meet the following minimum requirements:

- Applicant must submit a complete Application that meets population and service area requirements as defined in Section 2.3, Eligible Population, and Section 2.4, Eligible Service Areas, and contains all items listed in Section XIII, Submission Checklist, by the Deadline for Submission of Applications, established at Section 7.1, Schedule of Events.
- Applicant must have a physical business address in Texas.
- Applicant must be a public or private nonprofit organization with a current 501(c)(3) status.
- Applicant must submit the most recent two years of audited financial statements or single audits. Applicant may not be eligible for award if audit reports or financial statements submitted with the Application identify concerns regarding the future viability of the Applicant, material non-compliance, or material weaknesses that were not satisfactorily addressed, as determined by HHSC.
- Applicant must submit a list of Board of Directors members. Applicant may not be eligible for award if it fails to submit the requested documents with the Application.
- Applicant must have a minimum of one year of operational experience connecting individuals in need with community services.



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Eligible Activities

- This Grant Project may fund activities and costs as allowed by the laws, regulations, rules, and guidance governing fund use identified in the relevant sections of this RFA. Only grant-funded activities authorized under this RFA are eligible for reimbursement and payment under any Grant Agreement awarded as a result of this RFA.
- Grantees must implement quality programming and services to meet program goals and objectives, ensuring competent and effective delivery of programming and services and promoting family well-being, positive parenting strategies, and healthy child and youth development.



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Eligible Activities Continued

Applicants must propose programming that includes the following activities:

- A. **Community-Wide Support and Training:** Applicants must propose engaging and forming relationships with communities and organizations that can provide an array of services that families need. This includes proposing and executing community-wide outreach, training, and navigation strategies that link Participants in the community to existing organizations.
- B. **Service Planning and Service Coordination:** Applicants must propose service planning and service coordination that assesses, identifies, and documents family needs and goals. This includes arranging, connecting, and linking the delivery of services and supports for Participants in need with local community services in the greater Houston area. Services that Participants must be connected to include the following:
 - ❖ Community crisis pregnancy services;
 - ❖ Foster care services; and
 - ❖ Other community services related to the Participant's needs.



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Eligible Activities Continued

- C. Community Coalition and Systems Support: Applicants must describe plans for community and systems-level engagement. Grantees must lead or actively engage with a local coalition comprised of community partners and organizations, including parents and other stakeholders, sharing common goals of supporting healthy child and youth development, promoting maternal health, addressing family well-being, preventing child abuse and neglect, or other related areas that improve community conditions, services, and outcomes. Where possible, Grantees should engage with an existing coalition to leverage infrastructure and partnerships in order to promote and meet local coalition goals.
- D. Case Management: Applicants must describe plans for the use of technology to support data-driven case management and a communication system that connects Participants in need to the requested resources.



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Prohibitions

Grant funds may not be used to support the services, activities, or costs outlined in RFA **Section 5.3, Grant Funding Prohibitions.**



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Submission of Forms

Applicants must complete and submit Forms A through G and Exhibits A through I in accordance with RFA **Section XIII, Submission Checklist.**



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Evaluation Process

HHSC uses a three-step selection process:

- A. Application screening to determine whether the Applicant meets the minimum requirements of the RFA;
- B. Evaluation based upon specific criteria; and
- C. Final selection based upon State priorities and other relevant factors, as outlined in **Section 10.1, Final Selection.**



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Specific Selection Criteria

HHSC will evaluate and score Applications in accordance with the following scoring criteria using **Exhibit H, Evaluation Tool**.

Scoring Criteria: Qualified Applications shall be evaluated based upon:

- A. Experience (30%);
- B. Partnerships and Service Facilitation (40%); and
- C. Communication and Outreach Strategies (30%).



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Required Submission Method

Applicants must submit their completed Applications by the Deadline for Submission of Applications provided in **Section 7.1, Schedule of Events**, or subsequent Addenda, using one of the approved methods identified in **Section 8.3, Required Submission Method**.

Applications submitted by any other method (e.g., facsimile) will not be considered and will be disqualified.



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Required Submission Method Cont.

Submission Option #1 HHS Online Bid Room: Applicants shall upload the following documents to the HHS Online Bid Room using the procedures in **Exhibit G, HHS Online Bid Room Information**. **File Size**

Limitation: Restriction to 250MB per file attachment.

1. One copy marked as "Original Application" that contains Applicant's entire Application in a Portable Document Format (".pdf") file.
2. One copy of the completed **Exhibit F, FY27 Requested Budget Template**, and **Exhibit F-1, FY28 Requested Budget Template**, in original Excel format.
3. One copy of the complete Application marked as "Public Information Act Copy," if applicable, in accordance with **Section 12.1, Texas Public Information Act – Application Disclosure Requirements**, of this RFA in a Portable Document Format (".pdf") file.



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Required Submission Method Cont.

Submission Option #2 Sealed Package with USB Drives: Applicants shall submit each of the following on separate USB drives:

1. One USB drive with the complete Application file marked as "Original Application" in a Portable Document Format (".pdf") file. Include the USB in a separate envelope within the sealed Application package and mark the USB and envelope with "Original Application." USB drive must include the completed **Exhibit F, FY27 Requested Budget Template**, and **Exhibit F-1, FY28 Requested Budget Template**, in original Excel format.
2. One USB drive with a copy of the complete Application file marked as "Public Information Act Copy," if applicable and in accordance with **Section 12.1, Texas Public Information Act – Application Disclosure Requirements**, of this RFA. The copy must be in a Portable Document Format (".pdf") file. Include the USB in a separate envelope within the sealed package and mark the USB and envelope with "Public Information Act Copy" or "PIA Copy."
3. Sealed packages must be clearly labeled with the following:
 - RFA number;
 - RFA title;
 - Deadline for Submission of Applications;
 - Sole Point of Contact's name; and
 - Applicant's legal name.



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Required Submission Method Cont.

Applicants are solely responsible for ensuring the USB drives are submitted in sealed packaging that is sufficient to prevent damage to contents and delivered by U.S. Postal Service, overnight or express mail, or via hand delivery to the addresses below. No HHS agency will be responsible or liable for any damage.

Overnight/Express/Priority Mail	Hand Delivery
Health and Human Services Commission ATTN: Dedra Williams Tower Building Room 108 1100 W. 49th St., MC 2020 Austin, Texas 78756	Health and Human Services Commission ATTN: Dedra Williams Procurement & Contracting Services Building 1100 W. 49th St., MC 2020 Austin, Texas 78756



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. RFA Number;
- B. Section or Paragraph number from RFA;
- C. Page number of RFA;
- D. Exhibit or other attachment and section or paragraph number from the exhibit or other attachment;
- E. Page number of the exhibit;
- F. Language, topic, section heading being questioned; and
- G. Question.

Submit via email to: Dedra.Williams@hhs.texas.gov **by 5:00 p.m. on May 15, 2026.**



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Questions Deadline

- Questions are due by **5:00 p.m. on Wednesday, May 15, 2026.**
- HHSC will not respond to questions received after this deadline.
- HHSC will post an Addendum to the HHS Grants Website with the answers to questions **on or after May 22, 2026.**



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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.

HHS Grants Website: <https://resources.hhs.texas.gov/rfa>



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Thank you!

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