



**Child Abuse and Neglect Prevention Board
Request for Application Form**

Use of form: Use of this form is mandatory. If the requested information is not provided, the Prevention Board will be unable to process your application. Personal information you provide may be used for secondary purposes [Privacy Law, §15.04(1)(m), Wisconsin Statutes].

Application # 433001-G24-0002242	Title Child Abuse and Neglect Prevention Board Tribal Child Maltreatment Primary Prevention Grant
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Request for Applications

Overview

The Wisconsin Child Abuse and Neglect Prevention Board (Prevention Board) released this Request for Application (RFA) for the purpose of soliciting applications from the 11 federally recognized Tribes in Wisconsin to support the Prevention Board's mission to mobilize research and practices to prevent child abuse and neglect and strengthen families in Wisconsin. These grants will be funded through the Community-Based Child Abuse Prevention Grants Supplemental Funding through the American Rescue Plan Act of 2021. The responsibilities of the selected applicants will include implementing child maltreatment primary prevention services in alignment with the requirements outlined in this request for application. The Prevention Board is seeking applications from Tribes that present a sound proposal to reach families through primary prevention services, as well as demonstrate an innovative approach to serving families.

Definitions

- **Family:** A family is a self-defined unit, consisting of those who are significant to one another, whether related by blood, legal bonds, or bonds of friendship and community. The Prevention Board's focus is on families who are responsible for raising children, consisting of at least one adult and one child who are related biologically, emotionally, and/or legally. A family creates a sense of belonging and nurturing emotional ties with one another and sharing resources to provide for one another's physical, emotional, economic, and social well-being.
- **Primary Prevention:** Primary prevention addresses the root causes of child abuse and neglect before it occurs and builds protective factors which act as buffers against adversity while also promoting the optimal development of children. Strategies are generally offered universally, to all families in a community, without identifying an individual family or family member's level of risk or likelihood of child maltreatment. For more details on primary prevention and how the Prevention Board defines other levels of prevention, visit this document: <https://preventionboard.wi.gov/Documents/PreventionApproaches.pdf>.
- **Protective Factors:** Protective Factors are conditions, attributes, and experiences that mitigate or eliminate the impact of child maltreatment. They also promote healthy development and overall enhanced well-being for children and families. Protective Factors Framework (concrete supports in time of need, social connections, social and emotional competence of children, parental resilience, knowledge of parenting, and child development).

Eligibility

The following Tribes are eligible to apply:

- Bad River Band of Lake Superior Chippewa
- Forest County Potawatomi
- Ho-Chunk Nation
- Lac Courte Oreilles Band of Lake Superior Chippewa
- Lac du Flambeau Band of Lake Superior Chippewa
- Menominee Indian Tribe of Wisconsin
- Oneida Nation
- Red Cliff Band of Lake Superior Chippewa
- Sokaogon Chippewa Community
- St. Croix Chippewa Indians of Wisconsin
- Stockbridge-Munsee Band of Mohican Indians

Applicants offering secondary or tertiary prevention services are eligible to apply only if they offer them in addition to primary prevention services. Applicants must offer, at minimum, one service that is open to all families regardless of level of risk to be eligible for this funding opportunity. Programs funded under this grant must be made available to all families within a community.

This grant does not fund home visitation programs or evidence-based parent education at the treatment or tertiary level.

Use of Funds

Funds must be used to implement new child maltreatment primary prevention initiatives or to expand existing child maltreatment primary prevention initiatives. Primary prevention programs are directed at the general population and are designed to prevent abuse and neglect occurring for the first time in a family.

For the purposes of this RFA, eligible applicants will propose program and services that:

- Offer universal, child maltreatment primary prevention services to all families with children ages birth to five in the service area. Services to families with older children may be offered in addition to those for infancy and early childhood.
- Offer services to all families in the service area instead of or in addition to offering services based on an assessment of risk factors.
- Services are provided using a strengths-based approach.
- Services are grounded in the Protective Factors Framework (concrete supports in time of need, social connections, social and emotional competence of children, parental resilience, knowledge of parenting, and child development).
- Link families with community-based resources.
- Serve as a referral source for more intensive or targeted services.
- Implement cultural adaptations to existing primary prevention programming, develop a new primary prevention program, or build cultural components into existing curriculum or programs.

All programs are required to comply with the applicable federal provisions of the American Rescue Plan Act (ARPA). These funds cannot be used to supplant other federal funding. Proposed programs are not limited to a specific list (evidence-based, evidence informed), but the applicant must explain how the proposed program meets the criteria of a primary prevention program or service. Examples of primary prevention services and activities include (but not limited to):

Parent Engagement Activities: Parent engagement consists of positive, light touch activities and services. They are short-term and often entertaining with the goal of meeting families' immediate needs and encouraging them to return. Parent Engagement activities are designed to be welcoming to families, introduce them to staff, and build caregiver comfort

level with staff. Applicants may include these activities to enhance their application, but parent engagement activities **cannot** be the primary purpose of the application. Examples include:

- Referral to other services
- Concrete supports* (see below)
- Family and community outreach
- Promotion, marketing, information sharing

Parenting Support Programs: Parenting supports are services designed to provide parents with opportunities, knowledge, resources, and strategies to bolster their parenting skills and enhance the quality of their interactions and relationships with their children. Parenting supports are strengths-based, promote protective factors, and reduce risk for child maltreatment. Examples include:

- Parent Café's mirroring the Be Strong Families model
- Caregiver support groups such as Circle of Parents.
- Strengthening Families
- Positive Discipline in Everyday Parenting (PDEP)
- ACT Raising Safe Kids Program
- Effective Black Parenting
- Los Ninos Bien Educados
- Positive Indian Parenting
- Abiendo Puertas / Opening Doors
- Families and Schools Together (FAST)
- Positive Solutions
- Raising a Thinking Child
- Conscious Discipline
- Play groups

Evidence-Based Parent Education: Evidence-based parent education programs have demonstrated change in outcomes in one or more peer reviewed research stud(ies). Evidence-based parenting is making use of strategies that are demonstrated to be effective by empirical research and are applied by caregiver in a way that supports the wellbeing of families and is in line with their values. Examples include:

- Period of PURPLE Crying
- Power of Positive Parenting (Triple P)
- Stewards of Children
- Nurturing Parenting
- 24/7 Dad

Successful applicants may also use up to \$5,000 of the funding to provide concrete supports to families. Funds cannot be used to supplant other federal funding and must be approved by the Prevention Board.

*Examples of concrete supports include, but are not limited to:

- Food
- Items for infants such as diapers, wipes, formula, and baby food
- Internet access for families to participate in virtual services
- Phones for families to participate in services that can be offered through telephone
- Emergency funds for housing
- Childcare and summer programming assistance for parents returning to work or searching for jobs
- Car seats for children
- Transportation assistance
- Hygiene and cleaning supplies

Contract Term

The anticipated contract start date is October 1, 2023, and will run through September 30, 2025, subject to continued federal funding. All work must be completed during this time.

The Prevention Board may request the Contractor(s) continue providing services on a month-to-month basis beyond the contract term, not to exceed twelve (12) months, for the purpose of completing a future procurement and/or transition to a new Contractor(s). The original contract terms and conditions shall remain unchanged during the transitional renewal period, as applicable, unless otherwise agreed to in writing by both parties. The Prevention Board shall provide written notice to the Contractor(s) to exercise the transitional renewal period which shall include the length of the contract continuation and the dollar amount. Written notice shall be provided up to six (6) months prior to the end date of the current contract term. During the transitional renewal period, the Contractor(s) shall provide the Prevention Board all reasonable cooperation, assistance, and services to assist the Prevention Board in transiting to a new Contractor(s).

Number and amount of Grant Awards

The total amount of funding available for the Tribal Child Maltreatment Primary Prevention Grant is \$200,000. Grantees may apply for up to \$100,000. A minimum of two grants will be funded.

- A 20 percent match is required. Match may be cash or in-kind.
- Funds cannot supplant other Prevention Board funding.

Should additional state or federal funds become available for these services, the Prevention Board may utilize the results of this RFA to amend the contract(s) and/or award a contract(s) to the highest scoring proposal(s) not originally funded.

Program Objectives

The Prevention Board recognizes the importance of a variety of prevention strategies to strengthen families and reduce the likelihood of child abuse and neglect. Primary prevention is a key component to a comprehensive community family support continuum. The objectives of the funding are (1) to identify and provide universal primary prevention services to improve outcomes for families; (2) support the development of happy, healthy, and successful children and families that addresses family and child health, development, early learning, family support, and child abuse and neglect prevention needs; (3) implementing high-quality culturally relevant primary prevention programs in Tribal communities; (4) supporting and strengthening cooperation and coordination and promoting linkages among various programs that serve families, resulting in coordinated, comprehensive family-serving systems in communities.

Application Requirements

Please address the following (maximum 6 single-spaced pages). Label each section with Item number and bolded title. The budget and budget narrative do not count toward the page limit:

1. Tribal Organizational Information (15 points)

- Identify and describe the service area where the project will be implemented and the families that will be impacted by the proposed program.
- Describe the experience of your Tribe/Tribal Organization with similar projects and/or providing services to Tribal families.
- Identify any other organization(s) that will partner in the proposed project. Describe their specific roles and responsibilities.

2. Services and supports provided (25 points)

- Describe what services your Tribe/Tribal Organization currently provides and how you meet the eligibility criteria. Please include the number of caregivers served annually and their demographic information if applicable.
- List all current primary prevention programs and initiatives your Tribe/Tribal Organization offers currently.

- Discuss how your program builds upon or strengthens existing child maltreatment prevention efforts in the community.
- Describe (if applicable) how the [Strengthening Families Protective Factors](#) framework is embedded into your organization or how you plan to embed it during this grant.

3. Narrative description of proposed project (50 points)

Applicants are to include, at minimum, the following narrative structure for the proposed workplan:

- Provide a description of your proposed child maltreatment primary prevention program. Applicants should indicate whether this project is a new or start-up program, or if the applicant is seeking funding to sustain the operations of a current program.
- Describe the proposed program's goals, activities, and outcomes for each activity.
- Describe how the proposed program is responsive to an existing, unmet need identified for the community.
- Describe how parents and caregivers will be recruited and/or engaged to participate in the proposed program. Please include any information on targeted groups (fathers, LGBTQIAA2S+ families, etc.)
- Provide the proposed number of individuals intended to be served by the program.
- Provide a clear, detailed timeline for the implementation of your program that includes program start and end dates; planned dates of hiring any new staff, if applicable; program reporting metrics; and any evaluation activities.
- Provide information about how program data will be utilized to manage, monitor, and enhance the proposed program.

4. Budget and Budget Narrative (10 points)

Please submit a complete, detailed budget along with a budget narrative. The budget narrative must explain the estimated costs by line item or category in the budget. Budget narratives must explain how the costs associated with each line item or category relate to the implementation of the project as outlined in the proposal being submitted. Narratives should be written in such a way that someone not familiar with the project can understand the rationale, purpose, and calculation of the costs identified in the Budget Summary Form.

Applicants must also describe the source of the required match and a plan for securing match funds for the entire grant period. (NOTE: The in-kind and cash match budgets must be clearly separated from the grant request in both the budget narrative and Budget Summary Form). **The budget excel worksheet form and the budget narrative template will not count towards total page limit.**

- For each sub-category, provide narrative descriptions that support each line item of cost budgeted and show cost calculations.
- Personnel & Fringe: Enter a description of itemized personnel (staff) costs required. These costs should only include labor costs of staff assigned to the project, and not those of contractors or other third parties. Provide a brief explanation of the work to be completed by each position budgeted for the project and how the work of each budgeted person will support the purpose of and goals of the overall project. Within the Personnel category, document the fringe benefits rate applied to each budgeted staff position assigned to the project. These costs should only include the fringe costs of the organization's staff and not those of contractors or other third parties.
- Travel (staff or participant): Describe the purpose of the travel and the assumptions used in estimating the cost of all travel that the applicant is paying for directly. Each travel subcategory should include a narrative that addresses the purpose of the travel and how it assists with accomplishing the goals of the project.
- Training: Provide a description of costs associated with the training, education, and development of the staff assigned to the project. Include a brief explanation of how the training will support the goals of the overall project. The justification should include number of staff to be trained and any associated fees (registration, accreditation, materials, etc.).
- Materials & Supplies: Describe and itemize the materials and supplies requested for purchase, the intended purpose, and how the estimated costs were determined for each item (this includes both consumable supplies and parent resource materials).

- Consulting (including audit services): Explain the need for any contractual/consulting agreements and how their use will support the purpose and goals of the grant. For each agreement, describe the associated activities, scope of work or services to be provided, and how the costs were estimated.
- Space: The cost of the rent may be charged against the award if the space is used specifically for the grant. The cost of securing space for programming may also be charged to the grant. The budget narrative should provide justification details on the monthly rental charge.
- Other: Enter a description of each budgeted cost item that does not appropriately fit in the above categories. Explain the need for each item, how it will further the objectives of the project, and how the cost estimation was determined.
- Indirect Cost: Indirect costs may not exceed 10% of the total direct cost.

For additional information on allowable costs, please refer to the [WI DCF Allowable Cost Policy Manual](#).

Data Collection and Reporting Requirements

- Applicants awarded a contract must report on the number of people served.
- Applicants awarded a contract must report on how the community benefitted from the initiative.
- Other data will be negotiated depending on the program being implemented (e.g. parent education would report on the number of classes offered and number of attendees; father engagement – number of fathers reached).

Evaluation and Grant Award

Applications will be evaluated to determine if they meet the requirements listed in the “Eligibility” and “Application Requirements” sections. Applications that do not propose to implement or expand child maltreatment primary prevention initiatives will not be funded. Prevention Board staff will determine if the requirements are met. The Prevention Board reserves the right to award grants for less than requested based on content, quality of the application, and availability of funds.

Submission Information

Applicants must submit one (1) electronic copy of all materials no later than (date) Central Time by email to: canpbprocurement@wi.gov. If your agency needs accommodations or need an alternative method for submitting a response other than email, send an email to canpbprocurement@wi.gov or call (608) 266-3737. Applications must be received by the specified time stated above. All applications will be timestamped by the State email system. Receipt of an application by the state email system constitutes receipt of an application by the Prevention Board for the purposes of this Request for Application. The state may provide confirmation of application receipt by request. The Prevention Board will not accept applications by mail, hand delivery, or facsimile machine (fax), unless accommodations are pre-approved.

<p>Issue Date</p> <p>May 24, 2023</p>	<p>Due Date</p> <p>July 21st by 2:00 p.m. CST</p>
<p>Proposer Zoom</p> <p>Tuesday, June 13th</p>	<p>Questions or clarifications regarding this application including: noted errors, discrepancies, ambiguities, exceptions, additions, or deficiencies must be submitted in writing through email on or before 2:00 p.m. CST, Thursday, June 29th.</p> <p>Applicants may ask clarifying questions regarding this RFA during the Non-Mandatory Question and Answer Webinar schedule via Zoom (Tuesday, June 13th 9:00 a.m.) to discuss the requirements of the grant.</p> <p>Link to join: https://us06web.zoom.us/j/88132074568 Dial-in information: +1-215-446-3649</p>

WISCONSIN CHILD ABUSE AND NEGLECT PREVENTION BOARD
Tribal Child Maltreatment Primary Prevention

<p>Conference Code: 123975 +18885578511,,,123975# US Toll-free</p> <p>Answers to questions will be posted on Prevention Board website in an addendum. Proposers will be expected to submit a signed copy of the addendum with application.</p> <p>Questions received after Thursday, June 29th will not be answered.</p>		
CANPB Contact Name	CANPB Contact Phone	CANBP Contact Email
Merrissa Johnson	(608) 266-3737	CANPBprocurement@wisconsin.gov
<p>Successful applicants must sign a contract. Most will be signing the Prevention Board Standard Contract. For situations where the Standard Contract is not required, the DOA Standard Terms and Conditions will apply. Some awarded applicants may be asked to establish their financial stability. Samples can be found on the Prevention Board's Grant Opportunities Page. https://preventionboard.wi.gov/Pages/Funding/FundingOpportunities.aspx</p>		

APPLICANT INFORMATION

Legal Applicant/Organization Name		Telephone Number	
Applicant Contact Name		UEI Number	
Applicant/Organization Mailing Address (Street, City, State, Zip Code)			
Applicant Contact Email Address			
		No. full-time employees	No. part-time employees
We certify that everything in the application is true to the best of our knowledge, and we will adhere to the requirements of the application and the resulting contract.			
Name of Authorized Representative:	Title of Representative:	Phone of Representative:	
Signature of Representative:	Date Signed	Email of Representative:	