

NATIONAL NETWORK
TO END DOMESTIC
VIOLENCE

Ensuring Accessibility of RFP/Solicitations for State FVPSA Funds

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TA Clinic Structure

- We will provide brief overview of guidance
- We will provide some questions for you to consider today and in the future
- We will answer questions throughout the session and encourage discussion throughout
- Please take notes/jot down thoughts and questions about your own processes
- Group discussion for you to share with each other
- We look forward to everyone sharing their thoughts, asking questions, and sharing suggestions

Accessibility is a Must

- FVPSA funding must be accessible to all statutorily defined eligible entities
 - [42 U.S.C. § 10408 \(c\)](#)
- State Administrators must strive to make each step of the process as low barrier as possible
- By thoughtfully reviewing each step well in advance, States can ensure their disbursement of funding is in compliance with Federal statutes and regulations

Connection to Needs Assessments and State Planning Processes

- Evaluating your RFP/solicitation/award processes is an essential component of statewide needs assessments and state planning
 - Consultation with state DV Coalitions, Tribal Coalitions, and FVPSA eligible subrecipients (including Tribes) is a **MUST** as a part of statewide needs assessments and state planning processes
 - Coordinating with state DV Coalitions and Tribal Coalitions on the monitoring and ***distribution*** of grant funds is required
 - See [42 U.S.C. §10407\(2\)\(D\)](#) and [45 CFR § 1370.10\(a\)](#)

What to Review

- State administrators should examine
 - The funding requirements
 - Ex. Confidentiality, Voluntary Services, 25% split for supportive services, ta/training, and prevention, Civil Rights compliance, etc.
 - Grant process
- Should be examined in collaboration with
 - State DV Coalitions
 - Tribal Coalitions
 - Tribes and tribal organizations
 - Representatives from culturally specific organizations
- Work with these partners to
 - Identify target populations
 - Identify barriers/challenges to accessing FVPSA funds
 - Understand the needs of the target populations
 - Remove/reduce the barriers eligible entities are facing

Where to get assistance

State administrators are also encouraged to reach out to their State Domestic Violence Coalition, Tribal Coalitions, FVPSA Project Officer and FVPSA TA providers in the DVRN to:

- Review and provide feedback on the accessibility of the application, including
 - The process
 - Any award instruments
 - Methods for engaging with and consulting with Tribes and tribal organizations and representatives of culturally specific organizations in their state as part of state planning processes

Questions for Consideration

What is the award purpose?

- Do you have one solicitation for shelter, non-residential/community based supportive services, prevention, training and TA or do you do separate processes for each?
- Do you combine the solicitation with other State or Federal Funds?
- For combined solicitations, are there clear methods for potential subrecipients to select what type of funding and/or which funds they are applying for?
 - Ex. Is there a checkbox where they can select that they are applying for VAWA, State Funds, or FVPSA funds (or all 3)?
 - Ex. Is there a checkbox where they can select that they are applying for TA and training vs. shelter?

What is the application process?

How is the solicitation information advertised?

- Who are you advertising the solicitation to?
- How are you advertising the solicitation?
- Is the information about the availability of funding reaching the intended audience?
 - i.e. are a variety of contact/announcement methods used?

What is the Timeline?

- How often do you put out solicitations?
 - Are there too many years in between that restrict new entities from accessing the funds?
- Is the timeline sufficient for entities to apply?
 - Is there sufficient time for a Tribal dv program to obtain approval from Tribal Council to apply for funds?
- Is there a lot of paperwork and other documentation requirements that involve more time/effort than the amount of funding provided?

What are the methods for applying?

- Does there need to be a competitive process or is there another process that allows the State to provide direct grants?
- Does the application process allow for paper applications for those in remote areas/those with limited internet or computer functionality?

Eligibility Considerations

Who is eligible?

- Are each of the eligible entities listed under FVPSA statute clearly listed in the eligibility criteria?
 - Are Tribes listed?
 - Culturally specific programs?
 - Partnerships between DV programs and culturally specific programs?
 - Are faith based organizations included?
 - Are local public agencies included?
- Do you explain demonstrated history?

Does eligibility language discourage some from applying?

- Are there requirements to be non-profits only?
- Are there requirements to operate a shelter?
- Are there restrictions on the definition of shelter?
- Are there requirements to be members of the State Domestic Violence Coalition?
- Are there restrictions on “service areas”?
- Is the funding amount equitable?
 - Equitable does not always mean equal “slices of the pie”

Application Language

- Is the application available in other languages?
 - Are you explaining how entities can access those applications or request translation?
 - Is the State budgeting for the translation of the application and other guidance documents?
- Is the application ADA accessible?
 - Large print, easy to understand
- Is the application full of technical jargon or are things clearly and simply explained/stated?
- What are the terms/conditions/scope of service?
 - What's influencing those terms?
 - FVPSA, State funding, other Federal funding, service standards, state laws, regulations, licensing requirements?
- Is the language throughout the funding instrument geared towards non-profits?
 - Are local public agencies or Tribes and tribal organizations able to see themselves reflected?

Application Content/Scope of Work


- For combined solicitations, are the distinct requirements for each type of funding clearly stated?
 - Note this is a requirement under [45 CFR § 75.352\(a\)\(2\)](#)
- Are there state standards or licensing requirements included that don't fit organizations needs/capacity?
 - Ex. Operating a shelter, 24 hour staffing, etc.
- Are there state standards or licensing requirements included that don't fit Tribes and tribal organizations sovereignty?
- Does the application allow for culturally responsive services?

Pre-Solicitation Guidance Sessions

- Do you hold informational sessions prior to the release of the grant applications to assist potential subgrantees to learn about the application?
- Does the information session review such things as
 - Eligibility
 - Application structure
 - Application processes?
- Do you develop the content/agenda for sessions in collaboration with Tribal Coalitions and State DV Coalitions?
- Are the meetings accessible for those language needs or ADA accommodations?

Group Discussion

- How have some of you identified accessibility barriers?
- How did you go about fixing them?
- Were your methods successful?
 - How did you measure this?
- What would you recommend changing about the process?
- How have you engaged your partners?
- What would you recommend to others to get started?



**QUESTIONS &
DISCUSSION**

Contact Information



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Relevant FVPSA References: Statute, Regulations, FOAs

Eligible Entities at [42 U.S.C. § 10408 \(c\)](#)

(c) Eligible entities

- To be eligible to receive a subgrant from a State under this section, an entity shall be—
 - (1) a local public agency, or a nonprofit private organization (including faith-based and charitable organizations, community-based organizations, tribal organizations, and voluntary associations), that assists victims of family violence, domestic violence, or dating violence, and their dependents, and has a documented history of effective work concerning family violence, domestic violence, or dating violence; or
 - (2) a partnership of 2 or more agencies or organizations that includes—
 - (A) an agency or organization described in paragraph (1); and
 - (B) an agency or organization that has a demonstrated history of serving populations in their communities, including providing culturally appropriate services.
- See also “Checklist” Handout

Consultation Requirements

- Consultation with state DV Coalitions, Tribal Coalitions, and FVPSA eligible subrecipients (including Tribes) is a MUST as a part of statewide needs assessments and state planning processes
- State Planning
- [42 U.S.C. § 10407\(a\)\(2\)\(E\)](#)
- [45 CFR §1370.10\(a\)](#)
- [45 CFR §1370.10\(b\)\(3\) and \(4\)](#)
- Needs Assessments
- [42 U.S.C. § 10411 \(d\)\(2\)](#)
- [45 CFR §1370.20\(c\)\(1\)\(ii\)](#)

42 U.S.C. § 10407(a)(2)(E)

[The application must include:]

- “[D]escribe how the State[Territory] or Indian tribe will involve community-based organizations, whose primary purpose is to provide culturally appropriate services to underserved populations,
- including how such community-based organizations can assist the State[Territory] or Indian tribe in addressing the unmet needs of such populations.”

45 CFR §1370.10(a)

- “States[Territories] must involve community-based organizations that primarily serve underserved populations, including culturally- and linguistically-specific populations, to determine how such populations can assist the States[Territories] in serving the unmet needs of underserved populations and culturally- and linguistically-specific populations States[Territories] also must consult with and provide for the participation of State[Territory] Domestic Violence Coalitions and Tribal Coalitions in State[Territory] planning and coordinate such planning with needs assessments to identify service gaps or problems and develop appropriate responsive plans and programs.”

45 CFR §1370.10(b)(3) and (4)

[The application must include:]

- “A description of the process and procedures used to involve the State[Territory] Domestic Violence Coalition and Tribal Coalition where one exists, knowledgeable individuals, and interested organizations, including those serving or representing underserved populations in the State[Territory] planning process.”
- Documentation of planning, consultation with and participation of the State Domestic Violence Coalition and Tribal Coalition where one exists, in the administration and distribution of FVPSA programs, projects, and grant funds awarded to the State;

45 CFR § 1370.20(c)(1)(ii)

“(ii) In conducting needs assessments, Coalitions and States[Territories] must work in partnership on the statutorily required FVPSA State planning process to involve representatives from underserved populations and culturally- and linguistically-specific populations to plan, assess and voice the needs of the communities they represent. Coalitions will assist States[Territories] in identifying underserved populations and culturally - and linguistically- specific community based organizations in State[Territory] planning and to work with States[Territories] to unify planning and needs assessment efforts so that comprehensive and culturally-specific services are provided. The inclusion of the populations targeted will emphasize building the capacity of culturally- and linguistically-specific services and programs.”

Coordinating on the monitoring and distribution of grant funds

- [42 U.S.C. §10407\(2\)\(D\)](#)

(D) in the case of an application submitted by a State, provide an assurance that the State will consult with and provide for the participation of the State Domestic Violence Coalition in the planning and monitoring of the distribution of grants to eligible entities as described in section 10408(a) of this title and the administration of the grant programs and projects;

- [45 CFR § 1370.10\(a\)](#)

“...States must consult with and provide for the participation of State Domestic Violence Coalitions and Tribal Coalitions in the planning and monitoring of the distribution and administration of subgrant programs and projects....”

45CFR

§ 75.352 Requirements for pass-through entities.

All pass-through entities must:

- (a) Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, include the changes in subsequent subaward modification. When some of this information is not available, the pass-through entity must provide the best information available to describe the Federal award and subaward. Required information includes:
 - (2) All requirements imposed by the pass-through entity on the subrecipient so that the Federal award is used in accordance with Federal statutes, regulations and the terms and conditions of the Federal award;