



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

Treatment Services, Programs, Technology and Capital Improvement

GRANTS FOR FUNDING TO COUNTIES WITH EXISTING OR DEVELOPING CHILD ADVOCACY CENTERS
FUNDING UP TO \$4,047,500 AVAILABLE

Final date to apply for funding is September 15, 2023. Applications will be accepted at any time prior to the due date.

The New Jersey Department of Children and Families' (DCF) announces the availability of up to \$4,047,500 in funding provided through the Child Advocacy Center (CAC)-Multidisciplinary Team Advisory Board for funding 1) treatment services, programs, and technology ("Treatment Services"); AND 2) construction, renovations, technology improvements, expansion or redesign ("Capital Improvements") of child advocacy centers with existing or developing child advocacy centers in New Jersey. Funding is available up to \$4,047,500 for up to 21 awards. Each county may apply for funding up to the allocated amount for its county (see allocated funding amounts below). This formula has both a base amount of \$125,000 and an amount based upon a formula that allocates funding according to the number of children served in 2022.

The funds for these projects must be obligated by June 30, 2024 for services that were rendered prior to June 30, 2024. These funds may be used for capital expenses, treatment services, program, and technology that are consistent with the standards set forth in the "National Children's Alliance • Standards for Accredited Members • 2023 Edition" standards for child advocacy centers. These standards can be found at www.nationalchildrensalliance.org. Grants are one-time funding. All funding shall be subject to the appropriation of sufficient funds and the availability of sufficient resources.

All applicants for capital expenses, treatment services, programs, technology and/or transportation funds for a County must:

1) Be an existing or developing CAC operating as part of a County Government or Prosecutor's Office or 2) be an existing CAC operating as a non-profit corporation that is duly registered to conduct business in the State of New Jersey and be affiliated with a County Prosecutor's Office by means of a prior Memorandum of Understanding (MOU) or other written agreement.

Organizations may submit one Application to request funds for Treatment Services and Capital Improvements but must include separate budgets for Treatment Services and Capital Improvements.

Background

The NJ Department of Children and Families is a family and child serving agency, working to assist NJ families in being or becoming safe, healthy and connected.

For the purpose of this Request for Applications (RFA), a Child Advocacy Center (CAC) is defined as a separate, child focused space designed to provide a safe, comfortable and neutral place where forensic interviews can be conducted and other services can be provided for children and families. Transportation services are defined as services for transportation of children (ages 0-21) and/or families to or from medical appointments in connection with an investigation and/or transportation to or from the CAC or the CAC contracted provider. Currently, CACs operate in a range of locations including small, refurbished houses, a renovated wing of a county office building or community hospital, and in newly built facilities. A physically safe space is central to the creation of a child-focused setting. The location and services must be accessible, and the services tailored to meet the individualized and unique needs of children and families regarding culture, development, and special needs throughout the investigation, intervention, and case management processes. The space in which the services are provided are unique and must adhere to the National Children's Alliance • Standards for Accredited Members • 2023 Edition which can be found at www.nationalchildrensalliance.org.

Services To Be Funded Within the Award Period

Treatment Services:

Funds secured through this RFA are to be used to support the provision of services for children in alignment with the National Children's Alliance • Standards for Accredited Members • 2023 Edition which can be found at www.nationalchildrensalliance.org. Children may be served who are not otherwise being served by DCF's Division of the Children's System of Care or Division of Child Protection and Permanency. Please note that DCF contract funds may be used for services and/or expenses incurred on or prior to June 30, 2024.

The following are examples of allowable uses of the available funds:

- Hire a Bi-Lingual (Spanish and English) clinician and child/family advocate for clinical program to provide trauma focused therapy.
- Hire a new or continue to fund clinical therapists to provide trauma focused mental health services.
- Hire an Intake and Treatment Coordinator who will provide intake and treatment coordination to meet the needs of the MDT.
- Hire a new consulting position as an MDT Coordinator.
- Hire a consultant to perform the duties of CAC Coordinator.
- Hire a consultant to perform the duties of a Family Advocate to help meet the NCA Standards which require an advocate to be present at every forensic interview to provide families with information and support.
- Provision of funding for an additional mental health provider at partner mental health agency to better serve CAC clients.
- Provision of mental health services onsite.
- Improvement of advocacy services for non-adjudicated cases.
- Provision of in-house training required to meet the NCA Standards.

Programs:

Funding can be used to provide programming consistent with the goals of the child advocacy center and consistent with the National Children's Alliance • Standards for Accredited Members • 2023 Edition.

- Telehealth
- Forensic interviewing
- Mental Health Services
- Clinical programs
- Telemedicine

Technology:

Any technology purchased with these funds must be used to facilitate the programs and/or services being offered. For example, tablets may be purchased for use for telehealth/telemedicine services.

The following are examples of allowable uses of funding for technology:

- Laptops
- Tablets
- Computers
- Technology upgrades to be able to facilitate increased remote access to services

Note: These funds may not be used to purchase vehicles, gift cards, or clothing for CAC/County staff. These funds must be used for CAC related expenses and must be related to the fulfillment of the Standards for Accredited Members set forth by the National Children's Alliance. If you have any questions about appropriate use of funding, please email DCF.CAC-RFA@DCF.NJ.GOV.

Capital Improvements

The Applicant for Capital Improvement funds may propose to provide, initiate and/or coordinate “enhancing” an existing CAC; or “developing” a new CAC. Capital Improvements funds may be used for the construction, lease and or development of an identified safe comfortable and neutral space in which forensic interviews are to be conducted and other services or supports may be provided.

Projects must be consistent with or moving towards the NCA Accreditation Standards.

Applicants may include architects’ cost estimates for estimated expenses. State contracts may also be used to estimate costs.

For the purpose of this RFA:

- “Developing” is defined as new construction or leasing a location to create a new CAC.
- “Enhancing” is defined as enhancing/renovating an existing CAC space or leasing a location to relocate an existing CAC. Please note that this funding can only be used for lease payments for one year.

Proposal to Enhance an Existing Child Advocacy Center

An Applicant may submit a proposal to enhance an existing Child Advocacy Center. As a reminder, “enhancing” is defined as enhancing/renovating an existing CAC space.

Funding may be provided to those applicants that demonstrate a need for renovation, technology improvements or enhancement of their space.

Funding Information

All funding is subject to appropriation.

Funding is available up to \$4,047,500 to counties with existing or developing CACs.

An award shall be made for treatment services that are consistent with the standards set forth in the “National Children’s Alliance • Standards for Accredited Members • 2023 Edition” standards for child advocacy centers. DCF reserves the right to award all or a portion of the requested amount. Up to 21 awards may be made. The funds for treatment services will need to be obligated by June 30, 2024 and can be used for services rendered prior to June 30, 2024.

Applicants may use funds for qualifying expenses incurred retroactively to July 1, 2023 if supporting documentation is provided that clearly shows funding is being used for qualified expenses and is not being used to supplant previous funding.

- Examples of supporting documentation:
- Rental budget showing 12-month amount (7/1/23 to 6/30/24)
- Proof of purchase date for capital expenses (computers, furniture, etc.)
- Proof of payment date

Funding for capital improvements is one time and proposals shall demonstrate that the contracts for renovations and /or improvements shall be completed by June 30, 2024. Funds for capital improvements must be used for expenses incurred prior to the end of the state fiscal year.

Funds awarded under this program may not be used to supplant or duplicate existing funding. To further clarify, agencies may not reduce other funds for an activity specifically because state funds are available (or expected to be available) to fund that same activity. If a question of supplanting arises, the applicant or grantee will be required to substantiate that the reduction in non-state resources occurred for reasons other than the receipt or expected receipt of state funds.

If an existing funded CAC renovation or equipment renovation requires additional funding in order to move toward completion this is an acceptable application. Training staff on the use of new equipment is acceptable if the new equipment is part of your capital award. Any expenses incurred prior to the effective date of the contract will not be reimbursed by DCF.

Applicant Eligibility Requirements

1. Only Counties with existing or developing CACs may apply.
2. Applicants must be in good standing with all State and Federal agencies with which they have an existing grant or contractual relationship.
3. Applicants must have attended the informational webinar held on June 14, 2023 at 2:00 p.m. to be eligible to apply for funding.
4. If Applicant is under a corrective action plan with DCF (inclusive of its Divisions and Offices) or any other New Jersey State agency or authority, the Applicant may not submit an application for this RFA if written notice of such limitation has been provided to the Agency or authority. Responses shall not be reviewed and considered by DCF until all deficiencies listed in the corrective action plan have been eliminated and progress maintained to the satisfaction of DCF for the period of time as required by the written notice.
5. Applicants shall not be suspended, terminated or barred for deficiencies in performance of any award, and if applicable, all past issues must be resolved as demonstrated by written documentation.
6. Applicants that are presently under contract with DCF must be in compliance with the terms and conditions of their contract.
7. Where required, all applicants must hold current State licenses.
8. Applicants that are not governmental entities must have a governing body that provides oversight as is legally required.
9. Applicants must have the capability to uphold all administrative and operating standards as outlined in this document.
10. All applicants must have a Data Universal Numbering System (DUNS) number. To acquire a DUNS number, contact the dedicated toll-free DUNS number request line at 1-866-705-5711 or inquire on-line at <https://fedgov.dnb.com/webform>
11. Any fiscally viable entity that meets the eligibility requirements, terms and conditions of the RFA, and the contracting rules and regulations set forth in the DCF Contract Policy and Information Manual (N.J.A.C. 10:3) may submit an application.

Application Review Process

DCF will review each application in accordance with the established criteria outlined in Section II of this document.

The Department reserves the right to reject any and all applications when circumstances indicate that it is in its best interest to do so. The Department's best interests in this context include but are not limited to: State loss of funding for the contract; the inability of the applicant to provide adequate services; the applicant's lack of good standing with the Department, and any indication, including solely an allegation, of misrepresentation of information and/or non-compliance with any State of New Jersey contracts, policies and procedures, or State and/or Federal laws and regulations.

All applicants will be notified in writing of the Department's intent to award a contract.

Post Award Requirements

Selected applicants will be required to comply with the terms and conditions of the Department of Children and Families' contracting rules and regulations as set forth in the Standard Language Document, the Contract Reimbursement Manual and the Contract Policy and Information Manual. Applicants may review these items via the Internet at www.nj.gov/dcf/providers/contracting/manuals.

Please note that not all contract documents that were required in FY23 will be required to be submitted again in FY24. Each county will have specific documents that will be required based on their individual contract and approved use of funds. The DCF business office will work with each county to execute the required contract documents.

Selected applicants will also be required to comply with all applicable State and Federal laws and statutes, assurances, certifications and regulations regarding funding.

The actual award of funds is contingent upon a successful Contract negotiation. If, during the negotiations, it is found that the selected Applicant is incapable of providing the services or has misrepresented any material fact or its ability to manage the program, the notice of intent to award may be rescinded.

Proposal Activity Requirements

The application is to include a description of the categories/areas/activities (as described in the “National Children’s Alliance • Standards for Accredited Members • 2023 Edition” standards for child advocacy centers) to be supported with Child Advocacy Center grant funds over the 12 month period following submission of the application.

The Application should include:

1. the goals and objectives of each proposed project and how they relate to the NCA Standards. Be specific about which Standard(s) are addressed by each goal/objective;
2. approaches to be used to achieve the goals and objectives of each proposed project;
3. a clear budget for each proposed project (Treatment Services and Capital Improvement).

- Each application shall include submission of the DCF Annex B-3 Budget/Expenditure Report. Leveraging of other resources shall be an important consideration.

The grantee is expected to adhere to all applicable State cost principles.

Standard DCF Annex B (budget) forms are available at:

https://www.nj.gov/dcf/providers/contracting/forms/Proposed.Budget.Form.NJ_DCF.xlsx and a description of General and Administrative Costs are available at <https://www.nj.gov/dcf/providers/notices/requests/>.

4. evaluation efforts related to each project, as appropriate;
5. an explanation of the extent to which each project is consistent with or moving towards the Accreditation Standards as set forth in Exhibit C.

FY24 County Allocations

County	Base amount	Additional Percentage	Total Funds Available
Atlantic	\$125,000.00	\$70,975.75	\$195,975.75
Bergen	\$125,000.00	\$49,749.36	\$174,749.36
Burlington	\$125,000.00	\$48,754.37	\$173,754.37
Camden	\$125,000.00	\$79,598.97	\$204,598.97
Cape May	\$125,000.00	\$72,965.73	\$197,965.73
Cumberland	\$125,000.00	\$14,593.15	\$139,593.15
Essex (Wynona's House)	\$125,000.00	\$330,335.74	\$455,335.74
Gloucester	\$125,000.00	\$67,990.79	\$192,990.79
Hudson	\$125,000.00	\$80,593.96	\$205,593.96
Hunterdon	\$125,000.00	\$17,246.44	\$142,246.44
Mercer	\$125,000.00	\$39,799.49	\$164,799.49
Middlesex	\$125,000.00	\$132,996.62	\$257,996.62
Monmouth	\$125,000.00	\$112,433.55	\$237,433.55
Morris (Deirdre's House)	\$125,000.00	\$66,664.14	\$191,664.14
Ocean (Tina's House)	\$125,000.00	\$44,111.10	\$169,111.10
Passaic	\$125,000.00	\$47,096.06	\$172,096.06
Salem	\$125,000.00	\$15,919.79	\$140,919.79
Somerset	\$125,000.00	\$40,131.15	\$165,131.15
Sussex (Ginnie's House)	\$125,000.00	\$19,236.42	\$144,236.42
Union	\$125,000.00	\$54,724.29	\$179,724.29
Warren	\$125,000.00	\$16,583.12	\$141,583.12
Totals	\$2,625,000.00	\$1,422,500.00	\$4,047,500.00



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

* 1. Incorporated Name of Applicant

* 2. Date of application

* 3. County to be served?

* 4. Is your agency public or non-profit?

Public

Non-Profit

* 5. Federal ID Number

* 6. DUNS Number

* 7. Applicant Mailing Address

Address

Address 2

City/Town

State/Province

ZIP/Postal Code

Country

* 8. Contact Person

* 9. Telephone Number

* 10. Email Address

* 11. Are you applying for capital funding or treatment/service funding or both?
(If applying for both, please make sure to include separate budgets for each)

- Capital
- Treatment/Service
- Both

* 12. Total dollar amount requested



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

* 13. Please explain how your Child Advocacy Center will use this funding and how the proposed project(s) fit with the goal/objectives of your organization.



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

* 14. For each proposed use of funding, please explain in detail how the use of this funding relates to moving towards or continuing accreditation with the National Children's Alliance. Additionally, please note to which Accreditation Standard the proposed use of funding applies.



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

* 15. Please provide information about your Child Advocacy Center's existing collaborations, partnerships and collaborative efforts with other community and systems partners.



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

* 16. Please explain how the requirements of this initiative will be met through your commitment to cultural competency and diversity and plans to ensure needs of various and diverse cultures within the target community will be met in a manner consistent with the Law Against Discrimination (NJSA 10:51 seq.);



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

* 17. Please provide a description as to how your organization will support the requirements of this initiative with collection, maintenance, and analysis of data.



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

* 18. Please describe how this initiative will be supported by your use of the data after it is analyzed and reported to evaluate program performance.



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

* 19. Budget Narrative - Please provide detailed information regarding how you will use these funds, the amount for each proposed activity, proposed implementation timeline, and proposed date of completion.

20. Additional space for Budget Narrative (if needed)



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

* 21. Please submit DCF Annex B-3 Budget Form
(Separate budgets for Treatment Services and Capital Improvement)

DCF Annex B-3 can be found at

https://www.nj.gov/dcf/providers/contracting/forms/Proposed.Budget.Form.NJ_DCF.xlsx

Choose File

Choose File

No file chosen

22. Additional budget upload (if necessary)

Choose File

Choose File

No file chosen



2023 Request for Applications for Formula-Based Child Advocacy Development Grants

23. Please upload quotes for each budget item

Choose File

Choose File

No file chosen

24. Additional upload space for quotes (if needed)

Choose File

Choose File

No file chosen