



(NOT THE OFFICIAL REQUEST FOR PROPOSAL)
Community Violence Interruption & Prevention Initiative
“Potential Questions”

(The LCCL has provided potential questions to help organizations “Get Ready” for the CVIPI RFP. Please note that questions and format may change when the Request of Proposal is released in the next few weeks).

Section 1. Proposer Contact Information		
1.1	Organization Name	
1.2	Employer Identification Number (EIN)	
1.3	Contact Person	
1.4	Address	
1.5	City, State, Zip	
1.6	Telephone #	
1.7	E-Mail Address	
1.8	Program Name	
1.9	SAM Unique Entity Identification Number	
Section 2. Proposer Target Area & Youth Focus		
2.1	Geographical Area (Select All Applicable)	<input type="checkbox"/> Adams County <input type="checkbox"/> Arapahoe County <input type="checkbox"/> Denver County
2.2	Are you able to serve a minimum of 75 youth during the first grant period of performance?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.3	Please state the number and percentage of Black and/or Latino youth served	_____ Number _____ Percentage

	by your organization annually. The minimum is 60%.	
2.4	Category of Youth Served	<input type="checkbox"/> Youth 17 and Younger <input type="checkbox"/> Youth 17 and Younger AND Youth 18 to 25
Section 3. Proposer General Organizational Information		
3.1	Eligible Organization Type referred throughout as organization	<input type="checkbox"/> Non-Profit Community Based 501(c) 3 designation

3.2	Organization's Mission Statement	
3.3	Organizational Development Level	Which best describes your current organizational development level? <input type="checkbox"/> Novice: Loosely defined organization structure with few written policies <input type="checkbox"/> Moderate: Defined organizational structure with basic written policies <input type="checkbox"/> High: Clearly defined organizational structure with comprehensive written policies
3.4	Number of Years Providing Direct Services to youth	
3.5	Tax Exempt Status Ruling Year	<i>What year did IRS grant tax-exempt status?:</i>
3.6	Current Year Operating Budget	
3.7	Funds Requested for First 15-Month Period	

Section 4. Required Screening Questions		
4.1	Is your organization willing to participate in technical assistance/capacity building/training activities provided or supported by the LCCL (local travel generally required)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
4.2	Is your organization willing to be accountable to performance standards, implementing procedures related to program eligibility and tracking performance? <input type="checkbox"/> Yes <input type="checkbox"/> No	
4.3	Is your organization fund accounting capable (it's OK if you are not)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
4.4	Is your organization willing to utilize an online fiscal reporting system for grant expenditures and in-kind contributions (if any)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
4.5	Is your organization willing to participate in a partnership development process that results in collaboration with public safety and health entities (Required)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
4.6	Is your organization willing to review all employees, contractors and volunteers who have contact with eligible participants who are under the age of 18 to determine suitability to interact with minors? <input type="checkbox"/> Yes <input type="checkbox"/> No	

4.7	<p>Please mark all responses that apply to your organization (this provide the LCCL a sense of the TA that may or may not be needed):</p> <p><input type="checkbox"/> Utilize a computerized accounting system</p> <p><input type="checkbox"/> Utilize a computerized data management system</p> <p><input type="checkbox"/> Receive financial support from sources other than individual donors</p> <p><input type="checkbox"/> Use volunteers</p> <p><input type="checkbox"/> Currently promote community efforts to interrupt and prevent violence</p>
-----	---

Section 5: Program Design (40 Points)

This category will evaluate how clearly the proposal addresses providing services as requested in this RFP. Proposers are encouraged to articulate how the activities and associated deliverables achieve the desired results with respect to the overarching goals of violence interruption and prevention as well as developing collaborative relationships with other community partners, public safety and public health organizations. Please ensure the program/project deliverables are specific, measurable, achievable, relevant and time bound.

CVIPI Goals:

- Intervene and prevent violence among youth, particularly youth of color.
- Achieve the performance measures noted in the RFP
- Strengthen communication and collaboration between the community, public safety and public health agencies.

There are six main strategies of activities/services based on the Cure Violence and Operation SNUG. It is desired that Proposers offer services in each of the in addition to the strategies including the required case management component.

1. Direct engagement with youth and families to interrupt violence. This strategy will target violence intervention and support using violence interrupters and outreach workers/case management staff for the highest needs groups, those with the highest likelihood of being involved in and victims of violence.
2. Secondary Violence Prevention. This strategy will target violence intervention and support for the highest needs groups, those with the highest likelihood of being exposed to and victims of violence.
3. Capacity Building, Coordination & Performance Management. This strategy will be strategic, data-driven and performance focused.
4. Community Communications. This strategy is community-centered focusing on individuals in the communities most at-risk for perpetrating or being victimized by violence.
5. Partner with the Community Crime Victim Services Program. This strategy promotes integration with public health approaches that address individual and collective trauma and strengthens community resilience.
6. Promote Collaboration and Communication. This strategy seeks to develop greater collaboration and communication with public safety and public health entities as well as other CVIPI sub grantees.

Please refer to page 6 of the RFP Guidance under Program Delivery for the key activities sought for each of the 6 strategies noted above. Responses to refer to those and like activities that you are proposing.

5.1	Please describe in reasonable detail how you currently or plan to utilize violence interrupters to interrupt violence by preventing retaliatory shootings, mediate ongoing conflict and continuing follow-up on direct youth engagement to keep things “cool”. Your response should include how your staff identifies and recruits high-risk youth and young adults to engage them in changing their behavior.
5.2	Please describe in reasonable detail how you currently or plan to utilize outreach workers/case managers. These staff are responsible for developing and maintaining relationships with program participants to help connect high-risk individuals to positive opportunities in the community such as education, pro-social activities, mentoring, employment, housing resources and basic needs.
5.3	Please describe in reasonable detail how you currently or plan to select violence interrupter and outreach worker/case management staff? Please include how you plan to ensure the staff members in these roles are credible messengers, what communities they come from that makes them relevant in this role and how they will demonstrate in their own lives and personal conduct how it is possible to be both a law-abiding citizen and respected in the neighborhood.
5.4	Please describe in reasonable detail how you currently or plan to interrupt and prevent violence through the use of key activities such as; one-on-one contact with youth and families engaged in and/or impacted by violence, culturally competent clinical, trauma recovery, healing services and acudetox through licensed professionals, organizing Safe Zone and other community events, collaboration with law enforcement in responding to gun violence, and referrals for clinical and other wrap-around support services not provided by your organization.
5.5	Please describe in reasonable detail how you currently or plan for secondary violence prevention strategies using key activities such as providing community-based, school-based, or after-school programming, youth leadership development, youth employment, and clinical behavioral support services to prevent gang engagement and promote gang disengagement.
5.6	Please describe in reasonable detail your organization's willingness and ability to engage in capacity building, coordination and performance management activities led or coordinated by the LCCL. Key activities may include internal capacity building for community partners, develop and facilitate cross-subgrantee communication and collaboration methods, training on evidenced based practices as well as practice-based evidence, data collection on violence for contact tracing purposes, cross-cultural collaboration, data collection and analysis on the initiative’s collective impact.
5.7	Please describe in reasonable detail how you currently or plan to engage in community communications. This strategy is community-centered focusing on individuals in the communities most at-risk for perpetrating or being victimized by violence. Key activities include monitoring social media to provide rapid response de-escalation messaging when conflict begins and promote a broader anti-violence message in general.

5.8	Please describe in reasonable detail your organization's willingness and ability to engage in collaboration and coordination with public safety and public health entities as noted on page 6 of the RFP.
5.9	Please describe in reasonable detail how you plan to meet the enrollment expectations as noted in Attachment A- Enrollment Plan on the last page of the RFP.

<p>Section 6. <i>Demonstrated History and Ability to Meet Performance Measures (20 Points)</i> This category will evaluate the proposers' history/experience, demonstrated ability to meet performance measures and grant requirements, and likelihood to successfully complete proposed project</p>	
6.1	Describe your organization's history working in the geographical area you propose to serve.
6.2	Describe your organization's current relationships, linkages, collaboration, or partnerships with local entities that demonstrate a connection and focus on youth, particularly Black and/or Latino youth.
6.3	Describe the types of outcomes your organization has achieved with youth in your program.
6.4	Describe your organization's ability to meet the CVIPI Performance Measures noted on page 5 of the RFP.
6.5	Describe the qualifications and experience of key staff, volunteers or contractors that will be involved in your program/project design. Please clearly indicate if the key organizational leadership includes people of color.
6.6	Have you ever had any grants or contracts for the same or similar activities you are proposing here revoked, not renewed, or otherwise terminated for lack of performance or mismanagement? If yes, please explain. If no, clearly state so.
6.7	Highlight the work you are currently doing in the geographic area you selected.

6.8	Describe any collaboration, coordination, communication or partnerships you currently have with public safety and/or health entities.
-----	---

<p>Section 7. Cultural/Youth Competency (20 Points) This category will evaluate the applicability, accessibility and value of proposed deliverables and the proposer's experience providing like deliverables for youth.</p>	
7.1	Please describe your organization's understanding/experience in identifying and addressing the issues and impact of youth violence in the community you currently or plan to serve.
7.2	What specific strategies/ activities are being proposed that demonstrate how your organization addresses cultural relevance? How do the proposed direct services include strategies that promote or strengthen cultural responsiveness?
7.3	Describe how your organization reflects the culture of the youth you intend to serve.
7.4	Describe any other cultural or lived experience the staff of your organization possesses relevant to promoting successful engagement with youth.
7.5	How does your organization ensure that the direct services proposed are accessible and relevant to the needs of the youth in the target area plan to serve?

<p>Section 8. Case Management & Data Tracking (15 Points) This category will evaluate the proposing organization's ability to provide data tracking and/or case management services. Service tracking and data entry is required to effectively administer and document the needs, status, progress and results of the activities and services being provided to participants enrolled.</p>	
---	--

8.1	Please describe in reasonable detail how you currently or plan to engage in case management activities. Case Managers/Outreach Workers will be responsible for managing participants' progress, data entry, issuing or coordinating supportive services, coordinate transportation to successfully complete program activities, problem solving with participants, and providing resources and referrals.
8.2	What is your organization's case management oversight process? How does your organization ensure that the required documentation is correct, and that participant data entry is up to date?
8.3	Please describe in reasonable detail your organization's approach to case management, including specifics regarding documentation, provision of assistance, and problem-solving for your participants; is each participant assigned one case manager or does your organization use a team of case managers?
8.4	How frequently do case managers meet with participants? How will you ensure routine and ongoing contact with participants is maintained?

<p>Section 9. Program Cost (5 Points)</p> <p>This category will evaluate the cost of the proposed program to determine if it is fair and reasonable based on program services and/or historical data, and the degree to which expenditure of funds relates to performance measures. Budgets will be reviewed for accuracy and completeness</p>	
9.1	<p>What is the average cost per participant?</p> <p>(Total funds requested divided by the total number of planned participants)</p>
9.2	<p>Do you anticipate any one-time costs or special equipment needs? If so, please provide reasonable justification for your request (which may or may not be approved is awarded).</p>
9.3	<p>All proposed activities should be adequately funded in the budget submitted. If necessary, please explain any special funding arrangements or circumstances affecting costs (<i>for example, will there be any expenses offered as Contributions In-Kind to the project; are there collaborative efforts that provide no-cost services</i>)</p>