

CSP & MAP RFP

INFORMATION/FAQ

Logistics

General

The RFP (Request for Proposal) process is paperless and is completed through zengine, an online portal. A log in is required to access the portal. Instructions for accessing the portal can be found on the RFP webpage. A workplan and budget template is available within the portal. These forms can be downloaded, completed, and uploaded to the proper sections.

Award Amounts

- Culturally Specific Projects can apply for a maximum of \$66,000
- Medical Advocacy Projects can apply for a maximum of \$65,000
- Awards are per year for three years, July 1, 2023 through June 30, 2026

Timeline

RFP Information	Dates
RFP Release	January 30
Due Date	March 24
IRC Review	March 27 – April 14
Fiscal Review	April 14 - May 26
Notification	June 1

Independent Review Committee

RFP's will be reviewed by a group of independent reviewers. The committee is made up of national and statewide individuals with considerable experience in the specific area of review.

RFP

The RFP is divided into 5 sections

1. Problem Description (Limited to 1,000 words)
2. Program/Project Description (Limited to 2,000 words)

3. Workplan/Logic Model

- Must use template provided. Download the form, complete and upload in the appropriate section.

4. Organizational Capacity (Limited to 500 words)

- Includes questions to answer directly

5. Fiscal

- Must use budget template provided. Download, complete and upload the form in the appropriate section. Complete a one-year budget for July 30, 2023 to June 1, 2024.
- Must upload most recent audit, financials, and cost allocation plan.

Letter of Support

Applicants must submit at least one letter of support for the proposed project. A maximum of three may be submitted but are not required.

Frequently Asked Questions

- Can each program have multiple logins for the proposal system?
 - Yes. However, to submit your application, each proposal must be completed and submitted using one ID/password. The system does not have the capability for multiple people from the same program to work on the same application if each has a different ID/password.
- Are domestic violence programs required to apply for MAP and CSP?
 - No. Domestic violence programs *can* apply for the open RFP's but are not required to apply. These funds are separate from the core domestic violence services funding.
- Is there a workplan for the MAP application?
 - There is no workplan due for the MAP application. There is a requirement for a Logic Model. A template and sample logic model are provided in the portal.
- The MAP application asks for number of victims served. If we are utilizing the grant for training and systems advocacy only, how should this question be answered?
 - Any program applying for systems advocacy and training only would answer "0" for this question.
- Do I have to include numbers (i.e., of training, participants, system advocacy contacts) on my MAP logic model?
 - No. We encourage you to keep these numbers off your MAP logic model. The focus should be on the activities you are doing and the outcomes you anticipate from their completion. You will continue to report on the number of activities you do via ETO (Efforts to Outcomes) or aggregate. These numbers may be helpful in measuring your outcomes. However, the quality and efficacy of your activities should be the focus, not the quantity.
- How many projects will be funded?

-
- A specific number cannot be provided prior to the RFP closing date. The number of awards depends on the number of applications received and amounts requested in the proposals.
 - Who can I contact with questions? Please note, we cannot answer specific project questions.

Finance staff – finance@pcadv.org

Technical - support@pcadv.freshdesk.com

RFP – Jenifer Thompson at jthompson@pcadv.org

General Medical Advocacy – Mae Reale at mreale@pcadv.org