



Florida Council Against Sexual Violence

Request for Applications (RFA)

Centers for Disease Control and Prevention (CDC) Rape Prevention Education - Expanding Community Capacity to End Sexual Violence

Project Period: February 1, 2021 to January 31, 2024

Release Date: December 7, 2020

Deadlines:

Statements of Intent to Apply due by December 14, 2020

Applications are due by January 8, 2021, 5:00 PM, EST

All proposals must be received electronically by the POC by the
deadline.

Submit via email to the following single point of contact (POC):

Beverly Gregory (bgregory@fcasv.org)

This project was supported by the state administering the Centers for Disease Control and Prevention Rape Prevention Education funding. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the state or the Centers for Disease Control and Prevention.

| Schedule of Events | | |
|--|---|--|
| Event | Due Date | Location |
| RFA Release Date | December 7, 2020 | FCASV website http://www.fcasv.org/ |
| RFA Information conference call – send questions in advance to Beverly Gregory at bgregory@fcasv.org | December 11, 2020, 11 AM, EST Facilitated by FCASV and DOH staff | 800-791-2345, Access code: 16005 |
| Statement of Intent to Apply deadline | December 14, 2020 | Submit Statement indicating intent to apply to: Beverly Gregory at bgregory@fcasv.org |
| Deadline for Receipt of Written Questions (via email) | December 17, 2020 | Submit questions to: Beverly Gregory at bgregory@fcasv.org |
| Responses to Written Questions posted | December 22, 2020 | FCASV website http://www.fcasv.org/ |
| Application deadline | January 8, 2021 Must be received no later than 5:00 PM EST | Submit electronically to: Beverly Gregory at bgregory@fcasv.org |
| Application Review Team Meeting | January 14, 2021 (tentative) | Webinar or conference call platform |
| Posting of Intent to Award | January 15, 2021 (tentative) | FCASV website http://www.fcasv.org |

A. OVERVIEW

Introduction – Scope of Problem

Sexual Violence (SV) involves a range of acts including attempted or completed forced or alcohol/drug facilitated penetration (i.e., rape), being made to penetrate someone else, verbal (non-physical) pressure that results in unwanted penetration (i.e., sexual coercion), unwanted sexual contact (e.g., fondling), and non-contact unwanted sexual experiences (e.g., verbal harassment, voyeurism).

The Florida Council Against Sexual Violence (FCASV) leads, informs and inspires the people of Florida to create safe and just communities. FCASV certifies and funds sexual assault programs to ensure the provision of quality services. FCASV collaborates with law enforcement agencies and state attorneys' offices to improve the criminal justice response to sexual assault survivors and increase offender accountability. FCASV provides information, assistance, and leadership on all aspects of sexual violence, including rape, child sexual abuse, stalking and sexual harassment, sex trafficking, and trauma-informed care.

A comprehensive prevention approach includes implementing strategies on all levels of the social ecological model (i.e., individual, relationship, community, and societal). This is critical for a population level, or community, impact. Compared to other types of violence (e.g., youth violence) and other public health topics (e.g., HIV prevention), the evidence base for SV prevention is less developed. We must continue to build the evidence base of what works to prevent SV by investing in promising prevention approaches. In the meantime, we must act on the evidence that does exist. There is evidence that approaches, such as brief, one-session educational programs aimed at raising awareness and knowledge about SV, do not work to prevent SV perpetration. To have the greatest impact on SV prevention, we must take advantage of the best available evidence and focus on the strategies and approaches most likely to impact SV, as presented in the Centers for Disease Control and Prevention STOP SV Technical package and other packages with a comprehensive violence prevention approach.

Contracts funded via this RFA will use public health approaches to decrease SV risk factors and increase SV protective factors. Community and environmental improvements related to providing opportunities to empower and support girls and women (financially and through education and leadership), creating protective environments (both physical and through policy), and promoting social norms that protect against violence will be required approaches.

Authorization

The Florida Department of Health (Department), Violence and Injury Prevention Section (VIPS), is authorized to allocate and administer funds for sexual violence prevention by the Centers for Disease Control and Prevention (CDC), Preventive Health and Health Services Block Grant and the Rape Prevention and Education Cooperative Agreement pursuant to Section 381.0018, Florida Statutes.

This program is authorized under section 393A(a) of the PHS Act (42 USC § 280b-1b(a)). The Centers for Disease Control and Prevention awards funding to state and territory departments of

health for rape prevention and education. The overarching purpose of the Centers for Disease Control and Prevention (CDC) Rape Prevention and Education (RPE) Formula Grant Program (CFDA #93.136) is to prevent sexual violence (SV) perpetration and victimization.

This project is funded in part by the Centers for Disease Control and Prevention, U.S. Department of Health and Human Services, Preventive Health & Health Services Block Grant, Catalog of Federal Domestic Assistance (CFDA), 93.991, Public Health Service Act, as amended; Omnibus Budget Reconciliation Act of 1981, Title XIX, Section 1905, Public Law 97-35, as amended; Preventive Health Amendments of 1984, Public Law 98-555; Health Omnibus Programs Extension Act of 1988, Public Law 100-607; Preventive Health Amendments of 1992, Public Law 102-531, section 1904(a) (1) (D).

CDC's Priority Areas

The CDC's Priority Areas for Rape Prevention and Education (RPE) funding are:

- Preventing the first-time occurrence of sexual violence;
- Reducing risk factors and enhancing protective factors linked to sexual violence perpetration and victimization;
- Using the best available evidence when planning, implementing, and evaluating prevention programs;
- Implementing comprehensive strategies that address individual, relationship, community, and societal factors;
- Analyzing state and community data, such as health and safety data, to inform program decisions and monitor trends; and
- Evaluating Prevention efforts and using results to improve future programming.

FCASV and the Florida Department of Health have formed a partnership to address and prevent sexual violence with a public health focus, recognizing the impact on individuals, their relationships, communities, and societies. To prevent sexual violence, survivors must be supported and engaged, and strategies implemented to decrease risk factors that allow violence to continue. FCASV will award RPE funds via this Request for Applications (RFA). FCASV and DOH will collaborate on implementation and technical assistance provided under this grant.

B. ELIGIBILITY REQUIREMENTS

Eligible applicants should be an individual or organization active in community-focused, collaborative efforts, which serve to bring together diverse stakeholders from local agencies, community groups, academic institutions and other entities to address health or social concerns.

C. STATEMENT OF INTENT TO APPLY

Applicants should provide a Statement of Intent to Apply to FCASV by December 14, 2020. The statement must be submitted by email to Beverly Gregory at bgregory@fcasv.org. In the subject line please indicate, "Intent to Apply - Expanding Community Capacity to Expand Sexual Violence Prevention." The body of the message should include the following.

1. Name of the applicant agency
2. The county/counties to be served with this funding

3. Contact name, title, email and telephone number (related to this RFA)

Submitting a Statement of Intent to Apply does not obligate the agency to apply but is a requirement to continue with the application process to determine resources required to complete the application reviews.

D. APPLICATION DEADLINE

Applications must be received on or before January 8, 2021, at 5:00 PM, EST. No proposals will be accepted beyond that date/time. **No applications will be accepted from an entity that did not meet the described "Statement of Intent to Apply" requirements above.** It is expected that official notice of the selected sites will be posted on the FCASV website (www.fcasv.org) as indicated in the Schedule of Events.

Applications must be submitted electronically to Beverly Gregory at bgregory@fcasv.org. **As the single point of contact, all communications related to this RFA must be submitted electronically to Ms. Gregory.** To avoid any potential issues that could prevent timely receipt by FCASV, applicants are strongly encouraged to submit applications at least 48 hours prior to the application due date. Late applications will be disqualified and will not be reviewed.

E. QUESTIONS

Applicants are welcome to submit questions regarding this RFA in accordance with the preceding Schedule of Events. **All communications must be submitted in writing via email to Beverly Gregory at bgregory@fcasv.org. No questions may be submitted by phone. Questions posed to and answers provided by any other FCASV staff member will not be honored.**

All questions and answers will be posted on the FCASV website as indicated on the Schedule of Events. In addition, FCASV will conduct an information session, via conference call, as indicated in the Schedule of Events to discuss the RFA. No questions will be answered during the call.

F. SUBAWARD PERIOD AND AMOUNTS

It is anticipated that the term for selected subawards will be February 1, 2021 to January 31, 2024. If a subrecipient fails to perform in accordance with the subaward terms and conditions, consequences applied at the discretion of FCASV may include financial penalties, corrective action requirements and/or subaward termination.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by The Florida Department of Health and Florida Council Against Sexual Violence (FCASV). It is anticipated that up to twelve projects will be funded from this RFA. No proposal shall exceed \$75,000.00 for the initial annual subaward period. Applicants should carefully consider the resources needed to successfully implement the project proposed and present a realistic budget that accurately reflects project costs.

CDC STOP SV TECHNICAL PACKAGE and CONNECTING THE DOTS

Work conducted under this RFA will be based on guidance in the Centers for Disease Control and Prevention STOP SV: A Technical Package to Prevent Sexual Violence, found here:

<https://www.cdc.gov/violenceprevention/pdf/sv-prevention-technical-package.pdf>

Victims of one form of violence are likely to experience other forms of violence. Different forms of violence—sexual violence, child abuse and neglect, youth violence, intimate partner violence, elder abuse and suicidal behavior—are interconnected and often share the same root causes. These concepts are outlined in the CDC document “Connecting the Dots: An overview of the Links Among Multiple Forms of Violence”, and the Veto Violence website:

https://www.cdc.gov/violenceprevention/pdf/connecting_the_dots-a.pdf

<https://vetoviolence.cdc.gov/apps/connecting-the-dots/>

| STOP SV | |
|---|---|
| Strategy | Approach |
| S Promote Social Norms that Protect Against Violence | <ul style="list-style-type: none"> • Bystander approaches • Mobilizing men and boys as allies |
| T Teach Skills to Prevent Sexual Violence | <ul style="list-style-type: none"> • Social-emotional learning • Teaching healthy, safe dating and intimate relationship skills to adolescents • Promoting healthy sexuality • Empowerment-based training |
| O Provide Opportunities to Empower and Support Girls and Women | <ul style="list-style-type: none"> • Strengthening economic supports for women and families • Strengthening leadership and opportunities for girls |
| P Create Protective Environments | <ul style="list-style-type: none"> • Improving safety and monitoring in schools • Establishing and consistently applying workplace policies • Addressing community-level risks through environmental approaches |
| SV Support Victims/Survivors to Lessen Harms | <ul style="list-style-type: none"> • Victim-centered services • Treatment for victims of SV • Treatment for at-risk children and families to prevent problem behavior including sex offending |

CDC STOP SV Technical Package, page 11

The STOP SV outlines strategies used on different levels of the social ecology to reduce victimization or perpetration. Successful applicants of this RFA will implement approaches listed under either the “O” (provide opportunities to empower and support girls and/or women) and the “P” (create protective environments). Examples are included in the technical package. Social Marketing Campaigns that address community-level risks through environmental approaches are considered a “P” activity.

Applicants must also implement a strategy that integrates a “S” strategy (promote social norms that protect against violence) with a “T” strategy (teach skills to prevent sexual violence). An example would be Green Dot, an evidence-based bystander intervention strategy (“S”) that teaches skills to intervene or prevent sexual and other forms of violence (“T”). The applicant may also choose to partner with other programs or agencies who are implementing a “S” or “T” strategy. An example would be a partnership with a domestic violence center currently implementing the “Coaching Boys Into Men” (CBIM) curriculum. In Florida, all domestic violence centers include an educator who is trained in CBIM. A Letter of Support from the partnering agency is required to demonstrate this commitment. The successful applicant will be required to report on key implementation elements of the partnering agency’s work, such as number trained, number of trainings, demographics, potential reach, etc.

Violence and Public Health

Different types of violence share common consequences that have health effects across the lifespan such as mental, emotional, physical or social problems. These consequences may contribute to chronic health problems such as cancer, cardiovascular disease, lung disease, or diabetes. Public health underscores the importance of primary prevention - or preventing SV *before* it occurs. Implementation of this project will require the engagement and investment of multiple partners and sectors. Public health serves as one of these important collaborators. Every three years, each county health department (CHD) conducts a needs assessment of community determined priorities for public health, the results of which inform CHDs, together with stakeholders, on the development of the Community Health Improvement Plan (CHIP). The CHIP defines how CHD partners will work together to improve the safety, health, and wellness of county residents and visitors. Successful applicants of this RFA will be expected to review the local CHIP and identify areas where activities align with violence prevention work, including approaches outlined in the STOP SV technical package. Each awarded applicant will also be required to establish a relationship and memorandum of understanding with local departments of health to assist with these efforts.

Leadership and commitment from other sectors such as business/labor are also critical to implementing policies (e.g., workplace policies) or programming. The role of various sectors in the implementation of a strategy or approach in STOP SV is described further in the technical package, “Sector Involvement” section. Strategies should expand prevention capacity within local communities and ensure that programs and services are available/accessible, safe, and linguistically/culturally relevant.

G. REPORTING REQUIREMENTS

In accordance with subaward terms all successful applicants will be required to submit the following reports, incorporated herein by reference, during the subaward term.

- **Sexual Violence Prevention Progress Report.** Submitted monthly to document achievement of service tasks. The STOP SV Progress Report will require data entry in the Sexual Violence Data Registry and required data points of the CDC RPE Prevention

Strategy Form.

- **Monthly Invoice submission**
- **Quarterly Expenditure Report (QER).** Submitted to identify subaward expenditures in accordance with the current pre-approved line item budget.
- **Projected Contract Expense Report.** Submitted monthly during the last five months of each annual term to identify subaward expenditure totals to date and project expenditures for the months remaining.
- **Annual Financial Report.** Submitted to identify annual subaward expenditures.
- **Other reports as required.**

Monitoring

- FCASV will monitor the activities of the subrecipient as necessary to ensure that: 1) the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and 2) performance requirements and outcomes are achieved.
- Monitoring will include reviewing financial and performance reports, following-up and ensuring that the subrecipient takes timely and appropriate action on all noted deficiencies.
- Subrecipients must permit FCASV, those acting on its behalf, and auditors to have access to their records, financial statements and other documents pertinent to the subaward.

H. FINANCIAL CONSIDERATIONS

Funding Restrictions

Applicants must adhere to Congressional legislation (Section 393B of the Public Health Service Act [42 U.S.C. 280b-1c]). The legislation stipulates the following:

- Applicants may not use more than five percent of the amount received for each fiscal year for administrative expenses. This five percent limitation is in lieu of, and replaces, the indirect cost rate.
- An applicant may not use more than two percent of the amount received for each fiscal year for surveillance studies or prevalence studies.
- Amounts provided to applicants must be used to supplement, and not supplant Preventive Health and Health Services Block grant, other Federal, State, and local public funds expended to provide the activities described above.
- Funds may not be used to provide direct counseling, treatment, or advocacy services to victims or perpetrators of sexual violence (except for hotlines).
- Funds may not be used for media or awareness campaigns that exclusively promote awareness of where to receive victim services.

Other Unallowable Costs

The activities/costs listed below are unallowable and must not be supported with grant funds.

- Lobbying, except with explicit statutory authorization
- Fundraising

- Purchase of real property
- Modifications to buildings, including minor renovations (such as painting or carpeting)
- Construction
- Food and beverage costs

Applicants may not use more than five percent of the amount received for each fiscal year for administrative expenses. This five percent limitation is in lieu of, and replaces, the indirect cost rate.

Allowable Costs/Programmatic Expenses (as related to the contract)

- Salaries
- Meeting space
- Salaries
- Fringe benefits
- Promotional items
- Travel reimbursement (at state rates)
- Brochures
- Audit
- Phone and fax
- Internet costs
- Postage and delivery
- Advertising costs
- Subcontracts
- Conference/registration fees
- Training supplies (videos, etc.)
- Office supplies
- Printing
- Furniture/equipment/computer
- Equipment rental/maintenance

Allowable Administrative (Indirect) Expenses (maximum 5% of total contract funding)

- Salaries
- Fringe benefits
- Rent (areas not used for direct service)
- Insurance
- Utilities
- Phone and fax
- Internet costs
- Postage and delivery
- Office supplies
- Printing
- Furniture/equipment/computer
- Equipment rental/maintenance

I. ADMINISTRATIVE and NATIONAL POLICY REQUIREMENTS

Violence Against Women Act Non-Discrimination Provision

The Violence Against Women Reauthorization Act of 2013 added a new civil rights provision that was implemented with FY 2017 OVW grants. This provision prohibits OVW grantees from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW.

Accessibility

Recipients of CDC Rape Prevention Education funds must comply with applicable federal civil rights laws, which, among other things, prohibit discrimination based on disability and national origin. This includes taking reasonable steps to ensure that persons with limited English proficiency (LEP) have meaningful access to recipients' programs and activities and ensuring that these programs and activities are readily accessible to qualified individuals with disabilities. Applicants must allocate grant funds or other available resources to support activities that help to ensure meaningful and full access to their programs. For example, grant funds can be used to support American Sign Language (ASL) interpreter services, language interpretation and translation services, or the purchase of adaptive equipment.

J. APPLICATION AND SUBMISSION INFORMATION

Address to Request Application Package

The complete application package (this solicitation, including links to required forms) is available on the [FCASV website](#).

Content and Form of Application Submission

The information below describes the full content and form of application/proposal preparation and submission.

Project Narrative Format and Technical Requirements - Applications must follow the requirements:

1. Double spaced (with noted exceptions), 8½ x 11-inch document settings in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt)
2. 1-inch margins, Type no smaller than 12 point, Times New Roman font
3. Page numbers, a Table of Contents and headings and sub-headings, restated to correspond to the sections identified in the solicitation.
4. Page limitations: The Project Narrative includes the Abstract, Statement of Need and Project Description and is limited to seven pages. Any additional Project Narrative pages will not be reviewed or considered.
 - a. The Statement of Need should clearly identify the need to be addressed and provide relevant data to justify provision of the services/activities being proposed.
 - i. Describe the population of interest and why it was selected.

- ii. Describe the need for this project within the proposed community, region, and/or population to be served. Supportive data and/or relevant literature, and sources or methods used for assessing the problem should also be identified and described.
 - iii. If other agencies are addressing this same need, identify each one and provide a brief description of how the proposed project differs or complements existing programs.
 - b. The Project Description should provide detail about how this funding will allow you to implement prevention strategies as described in the STOP SV technical package, and enhance capacity building to address shared risk factors through the following:
 - i. One approach to support the strategies of **Social Norms (S) and Teaching Skills (T)** to reduce the risk of sexual violence, including tools to reduce violence;
 - ii. One approach supporting the economic **opportunities (O)** or leadership skills for women/girls strategy;
 - iii. Two approaches to support the strategy of creating or enhancing **protective (P)** environments through policy or programming (may consider social marketing campaigns as one approach); and
 - iv. **Supporting Survivors (SV)** through collaborative efforts with local departments of health. Applicants awarded funding under this RFA will be expected to review the local Community Health Improvement Plan and identify goals, strategies, or objectives where activities may align or support violence prevention work, including approaches outlined in the STOP SV technical package. Include letters from each collaborative partner indicating their participation in this project.
 - v. A confirmation statement verifying the applicant understands the requirement to work with the FCASV, the Florida Department of Health and the evaluators on project implementation and evaluation.
 - c. The Proposal Abstract is limited to ½ page, single spaced. The Proposal Abstract should serve as a succinct and accurate description of the proposed project.
 - d. Letters of Support (LOS) have no font requirement, no page limit, a minimum of two LOS should be submitted and there is no limit in number. The LOS must include the name, title, signature, date signed, and entity represented and:
 - i. Identify the partner(s) and link to the statement of need and resources or skills to be made available to support the project;
 - ii. Describe the current services provided by the organization;
 - iii. Demonstrate a commitment to work together to achieve stated project goals.

Additional Guidance

1. Application (Attachment A)

- a. **SAM Verification** - Provide a copy of the agency's current online, active SAM registration. To register with SAM, go to <https://www.uscontractorregistration.com>.
- b. **Dun & Bradstreet (DUNS) Number and Verification** - Provide a copy of the online verification. To obtain a DUNS number online, go to <http://www.dnb.com/get-a-duns-number.html> or call the Dun & Bradstreet hotline at 1-800-526-9018. The DUNS number is required as part of registration with SAM.
- c. **Agency Organizational Chart(s)** - If applicant is a large/umbrella agency, also

include an organizational chart for the sexual assault program.

2. Project Narrative (Attachment B)

The Project Narrative is limited to no more than seven typed pages. This does not include LOS. Additional pages will not be considered by the reviewers. Specific limits are identified below.

- a. Project Abstract (½ page limit, single spaced)
- b. Statement of Need
- c. Project Description

3. Budget (Attachment C)

- a. Applicants shall submit a one-year budget for the period February 1, 2021 through January 31, 2022. (A budget for subsequent periods will be required in advance of the second and third years of funding.)
- b. Include a Budget Narrative of all costs to be incurred under the subaward.
- c. All costs must be identified by individual line item and addressed in the Budget Narrative to justify how each cost directly supports the project. Detailed cost calculations – how funds are prorated to this project - should also be included in the Budget Narrative to demonstrate how the applicant arrived at the total amount requested.
- d. If personnel costs are identified in the budget a resume and position description for each funded position must be submitted with the proposal.

4. Bonus Points for Documented Experience (Attachment D) = 20 possible points

Review Process: Review Team

To ensure a fair and open application process, FCASV, along with Department of Health Rape Prevention Education program staff, will select review team members to evaluate and score qualified applications.

Successful Applicants

Successful applicants will be posted on the FCASV website following this process. Additional documentation may be required in accordance with federal/state and FCASV requirements prior to the execution of a subaward. Related information and forms will be provided by FCASV. FCASV will have final authority in monitoring, reporting and payment disputes.

Submission Checklist and Order for Submission

| Documentation / Order of Submission (Review specific requirements in this RFA) | | Possible Point Score |
|--|--|----------------------|
| - Double-spaced (with noted exceptions) | | N/A |
| - 8½ x 11-inch paper | | N/A |
| - 1-inch margins | | N/A |
| - All other formatting | | N/A |
| Statement of Intent to Apply – Applicant Agency | | N/A |
| - Identify the county/counties to be served | | N/A |
| - Contact name, title, email address and phone # | | N/A |
| 1. Table of Contents | | |
| 2. Application – Attachment A | | |
| - Submit DUNS Number verification | | |
| - Submit SAM verification | | |
| - Agency Organizational Chart | | |
| 3. Project Narrative - Attachment B - seven-page limit | | |
| - Project Abstract | | 05 |
| - Statement of Need | | 05 |
| - Project Description | | 75 |
| - Letters of Support (LOS) – minimum of two letters | | N/A |
| 4. Budget – Attachment C | | |
| - Line Item Budget – No Miscellaneous Category/Items | | 15 |
| - Budget Narrative | | |
| - Resumes and Position Description for all staff listed in budget | | |
| 5. - BONUS POINTS: Documented experience implementing economic opportunities and leadership skills for women and girls and protective environment building through CDC’s STOP SV Technical Package | | 20 |
| Fatal Criteria: <ul style="list-style-type: none"> - Applications must be received on or before January 8, 2021, at 5:00 PM, EST. No proposals will be accepted beyond that date/time. - No applications will be accepted from an entity that did not meet the described “Statement of Intent to Apply” requirements [above]. | | |