



Region 10 Prevention Services Request for Proposals

The Department of Child Services Regional Service Council for Region 10 along with Children's Bureau will be selecting Local Child Abuse Prevention Services to be provided within Marion County. Local Child Abuse Prevention Services are defined as both primary prevention services and secondary prevention services.

Community Partners will fund both primary and secondary prevention programs. Primary prevention is defined as those services and programs that positively influence families, parents, caretakers, and children in the general population before abuse or neglect occurs. Primary prevention services:

- Are accessible to everyone in the community;
- Are received voluntarily;
- Seek to promote positive family functioning rather than preventing problems;
- Attempt to influence social forces which impact parents and children;
- Are culturally responsive to the program participants, building on the cultural strengths of the family and community; and
- Utilize methods which are educational and supportive, rather than clinical or treatment-oriented.

Secondary prevention services are offered to populations considered "at risk" for child abuse or neglect. Although abuse or neglect may not have occurred within these families, there is a higher probability that it may occur (or it may have occurred without clear recognition).

Secondary prevention services:

- Are offered to a predefined group of vulnerable or "at risk" individuals;
- Are received voluntarily;
- Focus on particular stressors or parenting issues for identified parents and caretakers;
- Seek to promote positive family functioning rather than just preventing problems;
- Build upon participants' strengths and are not based on a deficit approach; and
- Offer solutions oriented to specific program participants, building on the cultural strengths of the family and community.

The goals or objectives of prevention services are:

- To promote the safety of children
- To reduce the number of children being removed from their parents, guardians, or custodians
- To promote the efficiency of programs and services by coordinating available resources
- To prevent or reduce the number of children who are victims of child abuse, neglect, exploitation, or delinquency

Proposals will be accepted for but not limited to the prevention service categories listed below. We are also seeking innovative ways to serve the community and prevent child abuse and neglect.

- Services that aim to address substance abuse/addiction in families
- Services that directly prevent child abuse and neglect, directly prevent families becoming involved with the Child Welfare System or juvenile delinquency system, or directly impact child safety
- Attempt to influence social forces which impact parents and children

Proposals are due on May 31st at 4pm and should be emailed to the following:

Peggy Surbey, Regional Manager, DCS, peggy.surbey@dcs.in.gov

Rachelle Steele, Associate VP, Children's Bureau, rsteale@childrensbureau.org

Linda Hayes, Administrative Assistant, lhayes@childrensbureau.org

Guidelines for Completing a Letter of Intent

All proposals should include each section below. **Proposals should be no longer than 3 pages.**

Description of the Agency:

This section should include the following:

Agency background information including a brief description of your agency, including its mission, services offered, geographic area served, number of individuals served, and number of full-time, part-time staff. An organizational chart should also be attached.

Description of Program Services:

Please describe the services being provided with requested funding, the target population, how many clients will be served, and how referrals will be made for the services proposed. If applicable, please include geographic boundaries of the program.

Definition of how the services help prevent child abuse and neglect:

Please describe the goals of the program and how these goals prevent child abuse and neglect.

Outcomes expected from the program and how they are measured:

Please include expected outcomes and the tracking method for these outcomes. Outcomes will be required on a quarterly basis, submitted with the provider report.

Budget and Budget Narrative:

Provide a summary of project budget addressing the type and amount of funds requested, a line item description including staff costs, supplies, space/marketing, or any other costs associated with the project.

Below is a sample Budget:

Curriculum/Materials	\$ 7,000.00
Presentation per school	\$ 500.00

For example, if your program provides presentations to the schools, please submit your letter of intent reflecting your total budget and how much you would be reimbursed per presentation or client served.

Please be aware that payment for brokered dollars is dependent upon funding by the state. Payments are made after funding is received at the Children's Bureau and is often paid in approximately 60 days.

Statement of Understanding

Please include a statement of understanding for the following points:

- All agencies being funded through brokered dollars must be an established not-for-profit agency

- All agencies being funded through brokered dollars must be capable of obtaining appropriate liability insurance before a contract can be completed
- All agencies being funded through brokered dollars must comply with state regulations regarding background checks, child protective services checks, local law enforcement checks, and fingerprinting within 60 days of contract award
- All agencies being funded through brokered dollars must agree to submit a monthly report for any month that they are submitting an invoice
- All agencies being funded through brokered dollars are required to notify both Children's Bureau representative and the DCS Regional Manager, Peggy Surbey, prior to the January 2020 Regional Service Council if they will be unable to pull down the allocated funds.

Please list a contact person for the program, including email address.

All Letters of Intent should be submitted electronically by 4 pm on Friday, May 31, 2019 to:

Peggy Surbey, peggy.surbey@dcs.in.gov
Rachelle Steele, rstele@childrensbureau.org
Linda Hayes, lhayes@childrensbureau.org

Please contact Rachelle Steele with any questions.