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Adam Gregg, Lt. Governor

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Second Amendment to the Iowa Department of Human Services REQUEST FOR PROPOSAL (RFP) Iowa Child Abuse Prevention Program (ICAPP) Local Grantee Projects ACFS 21-001

This Amendment to RFP Number ACFS 21-001 is effective as of December 19, 2019.

The RFP is amended as follows:

Revision 1. Table of Contents (pg. 2), including Additional Attachments list is amended to note the updated Attachment G, Attachment K, and Attachments O(1) and O(2). This section is amended by adding the red underline language and removing what is stricken. Updated page numbers are shown in red underline.

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Additional Attachments Posted Separately

Attachment M (1)	Project Proposal Form (Home Visitation and Parent Development)	
Attachment M (2)	Project Proposal Form (Sexual Abuse Prevention)	
Attachment M (3)	Project Proposal Form (Resilient Communties Demonstration Project)	
Attachment N	Project Proposal Budget Form (All Projects)	
Attachment O (1)	Project Evidence Scoring Tool-Parent Development and Home Visitation*	
Attachment O (2)	Adult Engagement Scoring Tool-Sexual Abuse Prevention*	
Attachment P (1)	Iowa Child Maltreatment Prevention Needs Assessment	
Attachment P (2)	Iowa Child Maltreatment Prevention Needs Assessment Data Update	
Attachment Q	Iowa Child Abuse Prevention Strategic Plan	
Attachment R	Acknowledgement of Partnership Form	
Attachment S	Child Sexual Abuse Primary Prevention Strategies: A Literature Review	
*Amended Version	12-18-2019 and posted on Bid Opportunities	

Revision 2. Section 1.2, "Definitions Specific to this RFP" (page 11) is amended to reflect the below updated definition for "Contractor Designee" or "Designated Contractor. This section is amended by deleting what is stricken and adding the red, underlined language.

"Contractor Designee" or "Designated Contractor" means a Legal Entity that has been designated by the Community-Based Volunteer Coalition or Council, through Attachment H G of this RFP, to enter into a Contract directly as a result of an award. Iowa Administrative Code, r. 441-155.4 states, specifically that, "in order to receive funding from the department, community councils must be legal entities or must designate a Legal Entity to receive the Project funds directly (e.g., a local service provider)."

Revision 3. Section 1.3.1.1.2(B) "Sexual Abuse Prevention" (page 15) is amended to add the red, underlined language to the first paragraph of this section:

B. Sexual Abuse Prevention – These include services provided to prevent the likelihood of Child victimization through sexual Abuse. Projects funded under this area shall align with best practices in the prevention of Child sexual Abuse as described in Attachment S, Child Sexual Abuse Primary Prevention: A Literature Review. This includes a required adult-focused component, with preference given to Projects that prioritize the education of adults and community-level approaches. Instruction may include information on Child sexual Abuse, its precursors, healthy sexual development, and prevention strategies. Adult-focused services shall include training using a curriculum or an identified set of concepts and be provided to verifiable Participants. This includes programming with an audience of parents, caregivers, and employees or volunteers of child-serving organizations.

Revision 4. Section 3.2, Subsection "Bid Proposal Submission Organization" (pg. 31-32) is amended as follows by adding red, underlined language and deleting what is stricken.

Bid Proposal Submission Organization

Each Bid Proposal must be organized into sections **in the same order provided here.** For additional information, see Attachment G: ICAPP Project Proposal Cover Sheet, Contractor Designation and Checklist. Unless otherwise noted, original signatures are required on Proposal forms. The entity listed on Attachment G: ICAPP Project Proposal Cover Sheet, Contractor Designation and Checklist in Section II (Contractor) shall be the entity to complete/sign all application forms. Council authorization/signature is required on attachment G (Section I and signature) in order for Bid Proposal to satisfy eligibility requirements.

1. Attachment G: ICAPP Project Proposal Cover Sheet, Contractor Designation and Checklist

- 2. Attachment B: Primary Bidder Detail Form & Certification
- 3. Attachment E: Certification and Disclosure Regarding Lobbying
- 4. Either Attachment M(1) or Attachment M(2) or Attachment M(3)
 - Attachment M(1) and Attachment M(2) and M(3) are limited to 15 pages each.
 - Home Visitation and Parent Development Projects are submitted on the form found in Attachment M(1).
 - Sexual Abuse Prevention Projects are submitted on the form found in Attachment M(2).
 - Resilient Communities Demonstration Projects are submitted on the form found in Attachment M(3).
 - Multiple attachments *must not* be submitted in the same application Proposal; separate applications are required for each proposed Project.
 - If Bidder is proposing to use an Evidence-Based Program model that requires model developer affiliation or accreditation, the Bidder shall include verification of current affiliation/accreditation with their Bid Proposal, directly after Attachment M. Bidders proposing to use an Evidence-Based Program that does not offer affiliation, accreditation, or credentialing shall verify use of the Evidence-Based Program by including an alternate form of documentation from the model/program developer.

5. Attachment N: Project Proposal Budget Form

• The Project Proposal Budget is three pages printed and does not count towards the 15page maximum.

6. Attachment O (1) or Attachment O (2)- if applicable

- Attachment O (1): Project Evidence Scoring Tool shall be submitted for Parent Development and Home Visitation Projects
- Attachment O (2): Adult Engagement Scoring Tool shall be submitted for Sexual Abuse Prevention Projects
- o <u>The "Instructions" and "Rating Rationale" tabs do NOT need to be printed and submitted.</u>
- 7. Attachment C: Subcontractor Disclosure Form(s) if applicable
- 8. Attachment H: Council Membership Form
- 9. Attachment R: Acknowledgement of Partnership if applicable

- Attachment R is a template to be completed by the Bidder for each Project Partner included in the Proposal Scope of Work description and Project outputs.
 - Examples of Project Partners include a school or organization (e.g. a homeless shelter) where curricula will be presented.
- Signatures may be original or photocopied.

10. Attachment I: Minority Impact Statement

11. Attachment A: Release of Information

Revision 5. Section 3.3.1 Pricing Restrictions, Subsection "Bid Floor/Ceiling Amounts" (pg. 32-33) is amended as follows by adding the red, underlined language.

Bid Floor/Ceiling Amounts

In addition to the limitations on the total value of Bid Proposals per county (as identified in Attachment J: Maximum Allowable Funds by County), each Project type has a Proposal floor (minimum <u>annual</u> amount):

Minimum Dia Ambunts (1 ci Si 1)	
Parent Development or Home Visitation Services	\$15,000
Sexual Abuse Prevention Projects	\$10,000
Resilient Communities Demonstration Projects	\$75,000

Minimum Bid Amounts (Per SFY)

Revision 6. Section 4.2, Subsection "Technical Review" (pg. 35) is amended by adding the following red, underlined language to the second paragraph:

Phase II scores will be assessed according to Attachment O (1): Project Evidence Scoring Tool for Parent Development and Home Visitation Projects or Attachment O (2): Adult Engagement Scoring tool for Sexual Abuse Prevention Projects. <u>Attachment O (1) Phase II scores shall be compared with Bid Proposal documents, including accreditation/affiliation or credentialing documentation, and other Bid Proposal forms to verify Proposal has provided documentation to support use of Evidence Based Program(s). Attachment O(2) Phase II score shall be compared with Bid Proposal documents to verify Proposal has provided documentation to support use of adult-focused Program(s). Resilient Communities Demonstration Projects will not be assessed a Phase II Score.</u>

Revision 7. Section 4.3, Scoring Table "Phase II Evaluation Home Visitation and Parent Development Projects" (page 37) is amended to add red, underlined language and delete what is stricken.

	Curricula Program/Model <u>Score</u>	<u>Weight</u>	<u>Score (0-4)</u>	<u>Potential</u> <u>Maximum Points</u>
	Attachment O: Project Evidence Scoring Tool-Parent Development and Home Visitation	10		40
	Phase II Total Points Av	ailable		40
	Phase III Evaluation Home Visitation	on and Pare	nt Development	Projects
<u>Form</u> Question	Technical Proposal Components	<u>Weight</u>	<u>Score (0-4)</u>	<u>Potential</u> <u>Maximum</u> <u>Points</u>
1	Council Composition and Collaboration	6		24
2	Parent Leadership	4		16
3	Community Development	6		24
4	Project Overview	10		40
5	Program Model Fidelity	5		20
6	Protective Factors	3		12
7	Staffing of Service Delivery	3		12
8	Project Experience/Performance *Includes Acknowledgement(s) of Partnership (if applicable)	4		16
9	Project Budget	4		16
	Phase II Total Available Points			40
	Phase III Total Available Points			180
	Total Possible Points			220

Revision 8. Attachment G: ICAPP Project Proposal Cover Sheet, Contractor Designation, and Checklist (pg. 55-57) is amended to reflect additional steps on checklist items 1, 2, 5, and 7. This section is amended by adding the red, underlined language.

Complete the following checklist ensuring proposal documents are in the order listed below.	State Use
 Project Proposal - includes documents #2 through #12 below. Submit 1 original hard copy of the Proposal and 5 identical copies of the original The original hard copy must contain original signatures where indicated below <u>Submit digital copy of Proposal and Attachments on flash drive</u> 	
 Attachment G: ICAPP Project Proposal Cover Sheet, Contractor Designation, and Checklist Attachment G is completed and attached One with original signature(s) 	
 Bidder name on Section I of Attachment G (Bidder/Council Contact Information) matches exactly the Bidder Name listed in Attachment K. If No, an updated Memorandum of Understanding (MOU) is included behind Attachment G and the name on Attachment G matches exactly the name on the updated MOU. 	
 Attachment B: Primary Bidder Detail Form and Certification Attachment B is completed and attached One with original signature(s) 	
 4. Attachment E: Certification and Disclosure Regarding Lobbying Read and select appropriate box regarding disclosures. Attachment E is completed and attached One with original signature(s) 	
 5. Attachment M(1) or M(2) or M(3): ICAPP Project Proposal Form One Attachment M per Bid (check the one attached) M(1) completed and attached OR M(2) completed and attached OR M(3) completed and attached Limited to 15 pages (each) Evidence-Based Home Visitation or Parent Development Model Affiliation/Accreditation and/or credentialing (if relevant) 	
 6. Attachment N: Project Proposal Budget Form Tabs 1-4 are completed, printed and attached (budget pages do not count towards 15-page maximum) There are no "Warning" messages 	

 7. Attachment: O (1) or Attachment: O (2) Scoring Calculator is completed and attached There are no "Warning" or "Error" messages Bidder reviewed form instructions. For Home Visitation or Parent Development– Bidder included verification of any Evidence-Based model claimed behind Attachment M Not required for Resilient Communities Projects 	
 8. Attachment C: Subcontractor Disclosure Form(s) One Attachment C form is completed and attached for <i>each</i> proposed Subcontractor with original signature of Subcontractor <u>OR</u> This form is not completed or returned because no Subcontractor(s) are used 	
 9. Attachment H: Council Membership Form Attachment H is completed and attached. 	
 10. Attachment R: Acknowledgement(s) of Partnership One Acknowledgement of Partnership form is completed and attached for <i>each</i> Partner identified in the Proposal Scope of Work description and projected outputs Signatures may be original or photocopy 	
11. Attachment I: Minority Impact Statement Attachment I is completed and attached One with original signature(s) 	
12. Attachment A: Release of Information Attachment A is completed and attached One with original signatures(s) 	
 13. Mandatory Requirements as stated in 2.13.1 are met Proposal has been received by Issuing Officer prior to the due date and time Bidder is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving federal funding by any federal department or agency Bidder has complied with the requirement to address prior corrective action 	

Revision 9. Attachment K (pg. 63-65) is amended by deleting previous Attachment K (table that is stricken) and replacing with updated Attachment K. Formatting of Attachment K has been altered to reflect eligible Bidder for each county separately. Updates to eligible Bidders are reflected with red, underlined language.

County/Counties	Eligible Bidder
Adair	Success 4 Kids Council
Adams	Kid Care Council

Allamakee, Howard, Winneshiek, Clayton	Helping Services for Youth & Families
Appanoose	Appanoose Family Alliance, Inc./Appanoose, Davis, Monroe CPPC
Audubon, Carroll, Greene, Guthrie	Carroll County Council for the Prevention of Child Abuse
Benton	Flourishing Families of Benton and Iowa Counties
Iowa	Flourishing Families of Benton and Iowa Counties/Iowa Benton Family
	Nurturing Council
Black Hawk	Family & Children's Council of Black Hawk County
Boone, Story	Boone and Story County CARES
Bremer	Together 4 Families dba. Comm. Empowering People
Buchanan	Buchanan County Volunteer Services
Buena Vista	Buena Vista Child Abuse Prevention Council, doing business as Buena
	Vista Public Health & Home Care
Butler	Together 4 Families dba. Comm. Empowering People
Calhoun, Pocahontas, Webster	Calhoun, Pocahontas, Webster CPPC
Cass	Cass County Child Abuse Prevention Council
Cedar	Cedar County CPPC
Cerro Gordo, Hancock, Winnebago, Worth	Partners 4 Children
Cherokee	Cherokee County Planning Council
Chickasaw	
Clarke	Clarke County Prevent Child Abuse Council
<u>Clay</u>	Clay County Citizen's Awareness Council
Clinton	Clinton County Council Against Child Abuse and Neglect dba Prevent
C 6 1	Child Abuse Clinton County
Crawford	Crawford County Child Abuse Prevention Council
Dallas	Dallas County Children's Advocacy Council
Davis	Davis County Council for Prevention of Child Abuse
Decatur	Decatur County Child Abuse Prevention Council
Delaware	Delaware County Prevent Child Abuse Council
Des Moines	Des Moines County CARES
Dickinson	Lakes Area DECAT/CPPC
Dubuque	Dubuque Area Council for the Prevention of Child Abuse
Emmet	SHIP
Fayette	Fayette County Prevent Child Abuse Council
Floyd, Mitchell	Families Making Connections
Franklin	Together 4 Families dba. Comm. Empowering People
Fremont, Page	Fremont Page Prevent Child Abuse Council
Grundy	Together 4 Families dba. Comm. Empowering People
Hamilton, Humboldt, Wright	The Hamilton, Humboldt and Wright County Child Abuse Prevention Council
Hardin	Hardin County Child Abuse Prevention
Harrison	
Henry	Henry County Child Advocacy Council
Ida	Ida County Planning Council
Jackson	Prevent Child Abuse Jackson County
Jasper	SYNC
Jefferson, Keokuk, Washington	Nurturing Families CPPC
Johnson	Prevent Child Abuse Johnson County
Jones	Jones County Family Council
Kossuth	Kossuth County CARE Team
Lee	Child Abuse Prevention Council of Lee County
Linn	Linn County Community Partnership for Protecting Children (Linn County
Lum	CPPC) Legal entity: Linn County Board of Supervisors
Louisa	Quad County CPPC Louisa County Planning Council
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Lyon	Lyon County Planning Council
Madison	Madison County Child Abuse Prevention Council
Mahaska, Wapello	Wapello County Children's Alliance
Marion	Crossroads of Pella
Marshall	Child Abuse Prevention Services, Inc.
Mills	Mills County Child Abuse Prevention Council
Mitchell	
Monona	Public Health Child Abuse Prevention Coalition
Monroe	Monroe County Child Abuse Prevention Council
Montgomery	Montgomery County Family Success Network
Muscatine	
O'Brien	FLAC
Osceola	FLAC
Palo Alto	Kossuth DECAT Cluster
Plymouth	
Polk	Polk CPPC
Poweshiek	Poweshiek County Healthy Choices Coalition
Pottawattamie	Promise Partners
Ringgold	Leon Cluster CPPC
Sac	Child Abuse Prevention Council of Sac County, Inc. (dba Sac County Child Abuse Prevention Council)
Scott	Child Abuse Council
Shelby	Shelby County Prevent Child Abuse Council via CPPC/DCAT Board for
-	Harrison, Monona and Shelby County
Sioux	Sioux County Planning Council
Tama	SKIP (Supporting Kids in Prevention)
Taylor	
Union	Creston Cluster CPPC
Van Buren	Van Buren County Child Abuse Prevention Council
Warren	Child Abuse Prevention Council of Warren County.
Wayne	Wayne County Child & Family Abuse Council
Woodbury	SHIP

<u>County</u>	Eligible Bidder
Adair	Success 4 Kids Council
Adams	Kid Care Council
Allamakee	Helping Services for Youth & Families
Appanoose	Appanoose Family Alliance, Inc./Appanoose, Davis, Monroe CPPC
Audubon	Carroll County Council for the Prevention of Child Abuse
Benton	Flourishing Families of Benton and Iowa Counties
Black Hawk	Family & Children's Council of Black Hawk County
Boone	Boone and Story County CARES
Bremer	Together 4 Families dba. Comm. Empowering People
Buchanan	Buchanan County Volunteer Services
Buena Vista	Buena Vista Child Abuse Prevention Council, doing business as Buena
	Vista Public Health & Home Care
Butler	Together 4 Families dba. Comm. Empowering People
<u>Calhoun</u>	Calhoun, Pocahontas, Webster CPPC
Carroll	Carroll County Council for the Prevention of Child Abuse
Cass	Cass County Child Abuse Prevention Council
Cedar	Cedar County CPPC
Cerro Gordo	Partners 4 Children

Cherokee	Cherokee County Planning Council
Chickasaw	
Clarke	Clarke County Prevent Child Abuse Council
Clay	Clay County Citizen's Awareness Council
Clayton	Helping Services for Youth & Families
Clinton	Clinton County Council Against Child Abuse and Neglect dba Prevent
	Child Abuse Clinton County
Crawford	Crawford County Child Abuse Prevention Council
Dallas	Dallas County Children's Advocacy Council
Davis	Davis County Council for Prevention of Child Abuse
Decatur	Decatur County Child Abuse Prevention Council
Delaware	Delaware Co. Memorial Hospital (DBA Regional Medical Center)
Des Moines	Des Moines County CARES
Dickinson	Lakes Area DECAT/CPPC
Dubuque	Dubuque Area Council for the Prevention of Child Abuse
Emmet	Kossuth Decat Cluster
Fayette	Fayette County Prevent Child Abuse Council
Floyd	Families Making Connections
Franklin	Together 4 Families dba. Comm. Empowering People
Fremont	Fremont-Page Prevent Child Abuse Council
Greene	Carroll County Council for the Prevention of Child Abuse
Grundy	Together 4 Families dba. Comm. Empowering People
Guthrie	Carroll County Council for the Prevention of Child Abuse
Hamilton	The Hamilton, Humboldt and Wright County Child Abuse Prevention
	Council
Hancock	Partners 4 Children
Hardin	Hardin County Child Abuse Prevention
Harrison	
Henry	Henry County Child Advocacy Council
Howard	Helping Services for Youth & Families
Humboldt	The Hamilton, Humboldt and Wright County Child Abuse Prevention
	Council
Ida	Ida County Planning Council
Iowa	Flourishing Families of Benton and Iowa Counties/Iowa Benton Family
	Nurturing Council
Jackson	Prevent Child Abuse Jackson County
<u>Jasper</u>	<u>SYNC</u>
Jefferson	Nurturing Families CPPC
<u>Johnson</u>	Prevent Child Abuse-Johnson County
Jones	Jones County Family Council
<u>Keokuk</u>	Nurturing Families CPPC
Kossuth	Kossuth County CARE Team
Lee	Child Abuse Prevention Council of Lee County
Linn	Linn County Community Partnership for Protecting Children (Linn County
	CPPC) Legal entity: Linn County Board of Supervisors
<u>Louisa</u>	Quad-County CPPC-Louisa County Planning Council
Lucas	Parents & Children 1 st Lucas Co.
Lyon	Lyon County Planning Council
Madison	Madison County Child Abuse Prevention Council
<u>Mahaska</u>	Wapello County Children's Alliance
Marion	Crossroads of Pella
<u>Marshall</u>	Child Abuse Prevention Services, Inc.
Mills	Mills County Child Abuse Prevention Council
<u>Mitchell</u>	

Monona	Public Health-Child Abuse Prevention Coalition
Monroe	Monroe County Child Abuse Prevention Council
Montgomery	Montgomery County Family Success Network
Muscatine	Muscatine County CARES (Child Abuse Response and Education System)
<u>O'Brien</u>	FLAC
Osceola	FLAC
Page	Fremont-Page Prevent Child Abuse Council
Palo Alto	Kossuth DECAT Cluster
<u>Plymouth</u>	Plymouth County Planning Council
Pocahontas	Calhoun, Pocahontas, Webster CPPC
Polk	Polk CPPC
Pottawattamie	Promise Partners
Poweshiek	Poweshiek County Healthy Choices Coalition
Ringgold	Leon Cluster CPPC
Sac	Child Abuse Prevention Council of Sac County, Inc. (dba Sac County
	Child Abuse Prevention Council)
Scott	Child Abuse Council
Shelby	Shelby County Prevent Child Abuse Council via CPPC/DCAT Board for
	Harrison, Monona and Shelby County
Sioux	Sioux County Planning Council
Story	Boone and Story County CARES
Tama	SKIP (Supporting Kids in Prevention)
<u>Taylor</u>	
<u>Union</u>	Creston Cluster CPPC
Van Buren	Van Buren County Child Abuse Prevention Council
Wapello	Wapello County Children's Alliance
Warren	Child Abuse Prevention Council of Warren County
Washington	Nurturing Families CPPC
Wayne	Wayne County Child & Family Abuse Council
Webster	Calhoun, Pocahontas, Webster CPPC
Winnebago	Partners 4 Children
Winneshiek	Helping Services for Youth & Families
Woodbury	SHIP
Worth	Partners 4 Children
Wright	The Hamilton, Humboldt and Wright County Child Abuse Prevention
	Council

Revision 10. Attachment O (1) Project Evidence Scoring Tool-Parent Development and Home Visitation is amended by striking in its entirety and replacing with Attachment O (1) Amended 12-18-2019.

Revision 11. Attachment O (2) Adult Engagement Scoring Tool-Sexual Abuse Prevention is amended by striking in its entirety and replacing with Attachment O (2) Amended 12-18-2019.