**Attachment M (3): ICAPP Project Proposal Form**

**(Resilient Communities Demonstration Project)**

*{Instructions: Fill out one form for each Project for which you seek funding and attach behind the Bidder Detail Form and Certification in your Proposal}*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Bidder/Council Name:** |  | | | |
| **Designated Contractor (if different):** | | |  | |
| **County to be Served:**  *(Please refer to Attachment J: Maximum Allowable Funds by County for a list of counties eligible for this Project type)* | | |  | |
| **Section 1: Council Goals, Membership and Activities** | | | | |
| **1) Council Composition and Collaboration:**  **Points = 4 Weighted = x6 Total Possible = 24**  *State the purpose or mission of the Council and describe the composition of the Council and the extent to which it is broadly representative of community interests in child abuse prevention. Discuss collaborative efforts of the Council and how this Project will build upon current collaborative work. How will this Project build on existing efforts and avoid duplication of the same/similar work?* | | | | |
| [Enter text here] | | | | |
| **2) Community Support:**  **Points = 4 Weighted =x4 Total Possible = 16**  *List partners that have indicated (through Acknowledgement of Partnership) support of this project and discuss commitment and capacity to support efforts. How will additional partners be recruited?* | | | | |
| [Enter text here] | | | | |
| **3) Community Needs:**  **Points = 4 Weighted =x3 Total Possible =12**  *Describe community need for this Project. Include context about community culture, climate or other factors that present barriers to healthy and successful family and community systems.* | | | | |
| [Enter text here] | | | | |
| **Section 2: Project Description** | | | | |
| **4) Project Overview:**  **Points = 4 Weighted = x10 Total Possible = 40**  *Discuss planned activities to implement the Project.* | | | | |
| 1. Discuss plan for carrying out activities, including who will be responsible for coordination of efforts, completion of needs assessment, workplan and strategic plan. | | | | |
| [Enter text here] | | | | |
| 1. How will decisions be made? How will data be used to inform decisions? | | | | |
| [Enter text here] | | | | |
| 1. What will be the approach to addressing social norms and building awareness? | | | | |
| [Enter text here] | | | | |
| **5) Parent Leadership:**  **Points = 4 Weighted = x5 Total Possible = 20**  *How will parents/caregivers be involved in providing meaningful input and decision-making? How will the Project incentivize participation and engage a diverse group of parents/caregivers?* | | | | |
| [Enter text here] | | | | |
| **6) Backbone Organization:**  **Points = 4 Weighted = 4 Total Possible =16**  *Identify the organization that will have primary responsibility for coordination of efforts.* | | | | |
| [Enter text here] | | | | |
| **7) Project Staffing:**  **Points = 4 Weighted = x5 Total Possible = 20**  Please provide information about individuals that will carry out activities described in this Proposal. | | | | |
| a.)Describe plan for staffing, including who will be responsible for coordination, completion of needs assessment, workplan and strategic plan. If the Contractor plans to hire a new position or utilize subcontractor(s) how will employees/subcontractors be vetted, selected, trained and supported? | | | | |
| [Enter text here] | | | | |
| Will the Project utilize volunteers to carry out activities described in this Proposal? If “Yes”, complete part b. If “No” proceed to question 8. | | | | YES  NO |
| b.) Describe (1) the qualifications of the volunteers implementing this Project (2) the process used to screen, train and supervise volunteers. | | | | |
| [Enter text here] | | | | |
| **8) Bidder Experience and Performance:**  **Points=4 Weighted=x4 Total Possible = 16**  *Describe Bidder experience including leadership and/or involvement with similar initiatives. Provide information about Bidder performance history, including whether the provider has had a contract terminated, not renewed, or placed on a Program Improvement Plan (PIP) or similar corrective action plan within the past 24 months, for failure to complete terms of the contract. If so, describe actions taken by Bidder to resolve performance issues.*  ***Note: Acknowledgement(s) of Partnership must be submitted (where applicable, when the Project proposes activities to be completed in partnership with a third party) to demonstrate Bidder capacity to carry out activities as described. Acknowledgement(s) shall be submitted as indicated in the RFP but are included with the scoring of this section.*** | | | | |
| [Enter text here] | | | | |
| **Section 4: Project Budget** | | | | |
| **9) Project Budget:**  **Points = 4 Weighted = x4 Total Possible Points = 16**  *Complete the provided Project Proposal Budget. Use this section to provide detail regarding how the Bidder plans to utilize funds to carry out the duties described above.* | | | | |
| 1. Describe in detail the items included in each budget line item and how the Bidder plans to utilize funds to carry out the duties described above. Provide information about viability of Project and what outcomes are achievable if partial funding is awarded. At what level of funding is the Project no longer feasible (for example, the Project is no longer feasible if funded below 50%.) | | | | |
| [Enter Text here] | | | | |
| 1. What, if any other funds have been applied for or awarded that will support this Project. | | | | |
| [Enter Text here] | | | | |
| **Phase III Total Points Possible:** | | **180** | | |