

CalVIP Frequently Asked Questions

3rd Posting: June 3, 2020

1. We have a University researcher who is interested in sub-contracting with us to evaluate the success of our programs. Would it be advantageous to name the University and researcher in Section 4 of our proposal?

Answer: Applicants are not required to name an evaluator as part of the application process, no additional credit will be earned for identifying an evaluator. Proposals will only be scored on the criteria listed in the rating sections (pages 26-29). The rating factors for Section 4 (Project Monitoring and Evaluation) can be found on page 29 of the RFP.

2. 1c asks about qualitative and quantitative data. Do you mean to cite the information we've documented in 1b like we would a reference page?

Answer: Assuming that you are referring to the third bullet in Section 1.1 on page 26 of the RFP, the instructions are to "...include qualitative and quantitative data in support of the identified factor(s)," i.e. the factors referenced in the second bullet. All data must be cited and the RFP allows for an optional one page bibliography for that purpose.

3. The RFP says not to cite websites, however, some federal information data is from a federal website?

Answer: Websites may be cited as a part of the optional one page Bibliography.

4. Our qualitative and quantitative data is scholarly research around the phenomenological behaviors regarding urban violence in Oakland. Do you mean to cite that in 1c?

Answer: This is a competitive process and BSCC is prohibited from providing assistance with the development of a proposal. Both Sections 1.1 and 1.2 include a reference to qualitative and quantitative data as a part of the Proposal Narrative. See page 26 of the RFP.

5. Are digital signatures acceptable on attachments or do they need to be original?

Answer: The BSCC's preferred signature method on official documents continues to be a wet signature; however, we recognize this may not be possible in all instances. In the interim, we will accept digital signatures, wet signatures that are scanned and submitted, and e-signatures. For the purpose of this FAQ, the different signatures are defined as followed:

- Wet Signature: Authorizes a document using wet ink (aka a pen).
- E-Signature: Includes secure and nonsecure signatures. Nonsecure e-signatures are not authenticated and can be attributed to anyone
- Digital Signature: A specific type of e-signature that associates a signer with a document in a secure recorded transaction. Typically, the signature field indicates who has digitally signed and the date the document was signed.
 - Adobe and DocuSign are two different electronic applications that offer digital signatures. Note, there may be a cost to use these applications.

6. I am entering values in the Budget Table and Narrative for the CalVIP-3 Proposal. Under salaries and benefits, I need additional rows, but the sheet is locked. Can I lump all administrative salaries together and similar positions as well?

Answer: You can lump them together, please provide the breakdown in the narrative.

7. Our coordinating council meeting “sign in” was done online. Do I still have to get all the signatures or can I send an attachment showing the meeting?

Answer: The membership list is meant to contain the signatures of the members, acknowledging their membership on the advisory council, not necessarily to document attendance at a meeting. E-Signatures are acceptable.

8. Our city is in the process of completing the application for the (CalVIP) Grant that requires submitting the Appendix H form: CalVIP Coordinating & Advisory Council Membership, which provides a list of the members of a council that has been formed to prioritize the use of the funds. My question is whether membership must include at least one person from the following groups that are stated in the form: city officials, local law enforcement, local educational agencies, local community-based organizations, and residents?

Answer: Yes, each of those disciplines listed in statute must be represented, though it is possible that one individual could cover multiple subject matter areas.

9. If it does not, what is the minimum number of members the Council must have?

Answer: The statute does not specify a minimum number of individuals.

10. Is the grant in fact restricted to CBOs/501(c)3 entities and cities right now? Or are individual hospital-based violence intervention and prevention programs also eligible to apply? If some programs are linked to institutions that have 501(c)3 exemption, would they be eligible to apply for the grant? I am asking because there are several hospital programs in the new consortium, which is not a 501(c)3 organization at the moment, who are interested in applying either independently or through some of the exempt institutions with which they are affiliated.

These programs would likely apply through the individual hospitals and affiliate organizations with which they are linked, but would not proceed unless they knew whether they could do so.

Answer: Yes, the grant is restricted to cities and community-based organizations (CBOs). However, our definition for CBO is broad. As per the RFP: “Community-based organizations (CBOs) eligible for CalVIP funding include any non-governmental organization that provides direct services to the community. Prospective CBO applicants need not be registered with 501(c)(3) status in order to apply for CalVIP funds but must meet the criteria for all non-governmental organizations (NGOs) listed in the table above.” Please see the “Eligibility Criteria for All Non-Governmental Organizations that Receive BSCC Grant Funds” table on page 8.

11. Is it acceptable that our CBO is not located in the city where the residents that we intend to provide services for live?

Answer: Yes, a CBO may serve residents that are located in cities listed in Table 1 and is not required to be located within that city.

12. Are hospitals eligible to apply directly for CalVIP?

Answer: The CalVIP grant is restricted to cities and community-based organizations (CBOs). The RFP defines CBO to include “any non-governmental organization that provides direct services to the community... Prospective CBO applicants need not be registered with 501(c)(3) status in order to apply for CalVIP funds but must meet the criteria for all non-governmental organizations (NGOs)...” listed in the table on page 8 of the RFP. If a hospital meets these criteria, it is eligible to apply.

13. Are CalVIP applicants restricted to CBOs, 501(c)3 entities, and cities?

Answer: See the above response

14. Does the 100% match still stand?

Answer: Yes, the 100% match requirement still stands. Penal Code section 14131, subdivision (i) requires: “Each grantee shall commit a cash or in-kind contribution equivalent to the amount of the grant awarded under this section.”

15. Match funding for our CalVIP proposal grant will come from a federal source. Is that allowed?

Answer: Federal funds can be used to match CalVIP funds only if the following conditions have been met:

- The federal funding source does not prohibit this practice as stated in Section 200.306 of Title 2 of the Code of Federal Regulations regarding cost sharing and cost matching; and
- The funds are to be used to augment or enhance the CalVIP-funded project.

16. Can the funds be used to support the violence intervention work we do inside Southern California prisons? The majority of the people we work with are eventually paroled into Los Angeles and we know there is a strong need for healing programs inside prisons to prevent future incidents of violence when folks are released back into the community.

Answer: CalVIP funds could be used to support violence intervention work inside prisons, but the applicant must be able to show a nexus between the work inside the prison and one or more of the cities disproportionately impacted by violence. Community-based organization (CBO) applicants should refer to the eligible cities listed in Table 1 of the RFP; city applicants should refer to the eligible cities listed in Table 1 or Table 2 of the RFP.

- 17.** One of our proposal partners is the Department of Parks, Recreation and Marine. A segment of the project activities will take place at two city parks located within a high impact community. One of these parks will have improvements made to it in the amount of \$200,000 and we will engage the community at this park. Is it possible to use improvement funding as a match on this grant, if the park is directly link to our program activities?

Answer: Park improvements are not prohibited, however "AB 1603 requires that CalVIP grants be used to support, expand and replicate evidence-based violence reduction strategies 'that seek to interrupt cycles of violence and retaliation in order to reduce the incidence of homicides, shootings, and aggravated assaults.' Within that definition, applicants have some discretion in selecting a strategy or strategies that best fit the scope of the problem and the needs of the target community... Applicants may choose to incorporate components from several strategies to best fit the needs of the individuals targeted for services. See Appendix E, Glossary of Terms, for descriptions of these strategies and other resources." The only activities called out as ineligible are the acquisition of real property/real estate; guns, weapons, weapons systems or ammunition; and high-tech surveillance or monitoring systems.

- 18.** In Round 1 we were allowed 15% of indirect costs. The new application allows less. Can you please confirm that the amount is different in this round?

Answer: Yes, the rules for indirect cost are different for Cohort 3 than they were for Cohort 1..

- 19.** Our understanding is that our Governor's revised budget proposed \$9M in funding, which is \$21M less in funding for CalVIP. Is this accurate? The amended RPF states \$27.5M. Can we please get some clarification on this?

Answer: The \$9M in the Governor's budget is for FY 20-21. The current RFP is for FY 19-20 funding, to which the Governor has proposed a \$3M reduction. If this reduction is approved, BSCC will award \$24.5M in FY 19-20 funds.

- 20.** With regard to the Five-Point Rating Scale, will you please publish the "criteria" against which the responses will be evaluated? Page 22 of the RFP says scores will be rated 1 through 5 based on whether the response addresses "the criteria" in a very inadequate way, a non-specific or unsatisfactory way, an adequate way, substantial way, or outstanding way. We looked but cannot find any place in the RFP that defines "the criteria".

Answer: The criteria on which each Rating Factor will be evaluated are listed on pages 26-29 in the RFP.

- 21.** Will each application be read and scored by more than one reviewer?

Answer: Yes, each proposal will be assigned to a panel of CalVIP Executive Steering Committee (ESC) members. Each panel generally consists of 3 to 5 ESC members who evaluate each proposal assigned to the panel.