



**REQUEST FOR PROPOSALS
FISCAL YEAR 2016-17**

***Intimate Violence Enhanced Service Team (InVEST):
A Domestic Violence Homicide Reduction Program***

Deadline

All proposals are due by 11:59 p.m. ET on May 13, 2016.

Contact Information

For assistance with the requirements of this solicitation, contact:

Chelsea Massey at (850) 425-2749 or Massey_Chelsea@fcadv.org.

NOTE: It is very important that applicants review the enclosed information carefully. Incomplete applications or applications that are submitted by non-eligible entities will be screened out during the review process.

Application Deadline

An application submission is complete if the application has been submitted via email by the deadline and contains each required element. The deadline for applying for funding under this announcement is **May 13, 2016 11:59 p.m. ET**.

An electronic copy must be emailed no later than the deadline to:

Massey_Chelsea@fcadv.org

Hard copies of the application are not required. However, it is the applicant's responsibility to ensure they receive an email verification that the application has been received by FCADV. Any applicant not receiving a verification within 24 hours of submitting the application should call Chelsea Massey at (850) 425-2749. Applicants should ensure plenty of time to verify FCADV's receipt of their application. It is anticipated that all applicants will be notified of the outcome of their application by **June 8, 2016**.

Intent to Apply

Applicants are required to submit an "Intent to Apply" email to Massey_Chelsea@fcadv.org no later than **April 29, 2016**. In the "Subject" line of the email please include: Intent to Apply for InVEST funding.

Also email Massey_Chelsea@fcadv.org with questions related to clarifying the Request for Proposals. Questions will be accepted through May 4, 2016 and will be responded to no later than May 6, 2016. The answers will be attached to this RFP and posted on FCADV's website at www.fcadv.org. Questions submitted after May 4, 2016 will not be accepted.

Eligibility

The Florida Coalition Against Domestic Violence (FCADV) will accept proposals from any of Florida's law enforcement agencies currently partnering with the local certified center located in any of the below 11 counties where the Intimate Violence Enhanced Service Team (InVEST) Program exists.

The following Certified Domestic Violence Centers and their respective counties currently receive funding from the Office of the Attorney General to implement InVEST programming:

- 1) Alachua County, Peaceful Paths
- 2) Broward County, Women in Distress
- 3) Collier County, The Shelter for Abused Women and Children
- 4) Duval County, Hubbard House
- 5) Hillsborough County, The Spring of Tampa Bay
- 6) Orange County, Harbor House of Central Florida
- 7) Pasco County, Sunrise Domestic and Sexual Violence Center of Pasco County
- 8) Pinellas County, The Haven of RCS

- 9) Sarasota County, SPARCC
- 10) Seminole County, Safehouse of Seminole
- 11) St. Lucie County, SafeSpace

This grant program focuses on enhancing a specialized law enforcement response to reduce domestic violence homicides through a unique partnership between certified domestic violence centers and law enforcement agencies. The “Intimate Violence Enhanced Service Team (InVEST): A Domestic Violence Homicide Reduction Program” funding will enhance the existing InVEST projects referenced above. In an effort to fully implement the InVEST program in each county, this Request for Proposal (RFP) will allow law enforcement agencies to hire a minimum of one full-time investigator to work in conjunction with the center advocate to increase the number of survivors receiving services while enhancing batterer accountability.

All eligible agencies submitting an application for funding are advised that by accepting federal dollars under this RFP and as a sub-recipient, they will be required to comply with all federal and state laws, executive orders, regulations and policies governing these funds. Prior to an award, all agencies must be found to be in good standing as indicated by the Federal Excluded Parties List System. <https://www.epls.gov/>

Award Period

The award period for the grant program will be 24 months. Commencement of awarded projects will be July 1, 2016 with an expiration of June 30, 2018. Applicants shall submit a **one-year budget** with this proposal. If awarded, grantees will receive a one-year contract with the option to renew upon successful completion of the initial contract year.

Funds Available

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 Children and Families, FCADV, Department of Justice, or Florida Statutes. Up to five projects will be funded from this RFP and each shall not exceed \$150,000 per fiscal year. Applicants should carefully consider the resources needed to successfully implement the project proposed and present a realistic budget that accurately reflects project costs.

Funding from this grant program will be awarded based on the applicant’s adherence to the RFP’s guidelines and chosen purpose area.

Background

Services, Training, Officers and Prosecution (STOP), Violence Against Women Act (VAWA) formula grant funding support Florida’s efforts to provide a collaborative and well coordinated, multidisciplinary approach to enhance advocacy and improve the criminal justice system’s response to violence against women. Each of the STOP components: Services, Training, Officers

and Prosecutors, are given priority to address strategies which are utilized to hold perpetrators accountable and provide critical services to victims/survivors. Florida's current STOP Implementation Plan focuses on developing a collaborative approach among law enforcement, prosecution agencies, the courts, and victim service providers to increase appropriate arrest and prosecution of these crimes while also increasing survivor safety. Strong partnerships exist at the community and statewide levels between each of the before mentioned systems to create a coordinated approach to responding to and eventually ending violence against women.

Prior to determining the Grant Program Purpose Area for this grant program, FCADV convened meetings with the Florida Police Chiefs Association (FPCA) and the Florida Sheriffs Association (FSA) to garner information regarding the statewide needs of law enforcement entities in relation to domestic violence, dating violence and stalking. FPCA is comprised of more than 750 of the state's top law enforcement executives and serves municipal police departments, airport police, college and university police, private business and security firms, as well as federal, state and county law enforcement agencies. FPCA promotes legislation that would enhance public security by providing superior police protection for the residents of Florida and its many visitors. FPCA also provides communication, education, and training for the states' various police and security agencies.

FSA is one of the largest and most successful state law-enforcement associations in the nation and is comprised of the 67 Sheriffs of Florida as well as approximately 3,500 business leaders and 70,000 citizens throughout the state. FSA serves the citizens of Florida by supporting the needs of the state's law-enforcement community; works with lawmakers to push for positive changes in Florida's public safety arena; and, provides Sheriffs' Offices much-needed programs such as affordable training, special task forces and legislative and legal services.

Overwhelmingly, both Associations described a need for an **enhanced coordinated community response to help prevent domestic violence homicide** and a need for funding specifically in rural communities to create or enhance law enforcement's response to domestic violence, dating violence, and stalking. FCADV structured both the "Intimate Violence Enhanced Service Team (InVEST): A Domestic Violence Homicide Reduction Program" and the "Programs that Enhance Law Enforcement's Response to Domestic Violence, Dating Violence, and Stalking" grant program for fiscal years 2016-18 to reflect the priorities of Florida's STOP Implementation Plan as well as input received from the FP and FS Associations.

Through STOP funding, FCADV is able to assist law enforcement agencies on enhancing a specialized law enforcement response to reduce domestic violence homicide through coordinated community efforts. STOP funding allows for the expansion of the InVEST Project to include up to five law enforcement agencies that are located in one of the 11 current InVEST communities as listed in the above mentioned "Eligibility" section of this application.

Grant Program Purpose Area

FDLE's 2014 annual crime report reflected that while overall domestic violence offenses decreased a mere 1%, **domestic violence murder increased 10.2%**. In fact, **205 individuals died** as a result of domestic violence homicide, representing approximately 20.9% of all homicides in Florida. Therefore, "Intimate Violence Enhanced Service Team (InVEST): A Domestic Violence Homicide Reduction Program" requires a focus on reducing domestic violence homicides in Florida's communities. Successful applicants will utilize Florida's signature statewide program, known as InVEST, to increase perpetrator accountability and provide enhanced advocacy for survivors. The InVEST program utilizes a coordinated community response model designed to reduce the number of domestic violence homicides in Florida's communities by simultaneously increasing domestic violence services available to and offered for survivors identified as experiencing high lethality domestic violence situations while **increasing perpetrator accountability throughout the criminal justice process**. Preventing domestic violence homicides requires a comprehensive, multifaceted, and community-based response in which law enforcement, other criminal justice partners and domestic violence centers work together to hold perpetrators accountable while providing enhanced advocacy for survivors. The InVEST Program is comprised of members from law enforcement, domestic violence centers, child welfare agencies, courts, and other partners that move beyond traditional approaches to advocacy and response by **identifying high risk cases and ensuring that all systems specifically tailor their response to address the unique needs of each survivor**. When the project initially began, InVEST Investigators from law enforcement agencies were funded by the Department of Children and Families with American Recovery and Reinvestment Act (ARRA) funding. The InVEST Investigator worked collaboratively with the InVEST Advocate (a staff person from the local Certified Domestic Violence Center) to review cases and implement project goals and activities including creative strategies to keep batterers accountable for their crimes. After ARRA funding expired, participating law enforcement agencies were forced to either reassign personnel, reduce the hours allotted to work on InVEST, or completely discontinue the InVEST Investigator position. Since then, the majority of the 11 InVEST communities are functioning without an InVEST Investigator which is a vital part of maintaining the project's success. In an effort to fully staff each local InVEST project and to replicate the current successes of the InVEST Program, "Intimate Violence Enhanced Service Team (InVEST): A Domestic Violence Homicide Reduction Program" grantees will work to build the capacity of their local criminal justice and victim service organizations to prevent domestic violence homicides in participating communities by hiring a full time devoted InVEST Investigator or Detective to work collaboratively with the Certified Domestic Violence Center's InVEST Advocate. To date, InVEST teams have implemented batterer accountability measures and provided enhanced advocacy for **over 3,000 survivors per year** who are experiencing high risk indicators. Since the program's inception in 2009, **no InVEST participants have been murdered by an abuser being monitored by InVEST Teams**. This is particularly notable

since InVEST participants enter the program based on the dangerous and high-risk behaviors that were perpetrated against them.

Program Requirements:

InVEST activities will include, but are not limited to:

- Adhere to FCADV's InVEST Program's Standard's Manual;
- Hire a full time InVEST Investigator or Detective;
- Adopt and utilize FCADV's abbreviated risk assessment tool;
- Practice evidence-based (without the victim's testimony) investigations and prosecutions in domestic violence cases, in collaboration with local criminal justice partners;
- Refrain from utilizing any other domestic violence risk assessment tools without written permission from FCADV;
- Attend FCADV sponsored or approved training for law enforcement officers on best practices for InVEST programs;
- Develop or enhance engagement with a local high risk team that's sole mission is to reduce domestic violence homicides;
- Work in close collaboration with the local Certified Domestic Violence Center's InVEST Advocate and other center staff as outlined in FCADV's InVEST Program Standard's Manual and InVEST Program contracted deliverables; and,
- Develop or enhance a local Domestic Violence Fatality Review Team.

Mandatory Program Requirements

FCADV will play an integral role in shaping and monitoring the project which will include intensive training, technical assistance (TA) and overall program guidance by FCADV staff and other identified experts. This will include, but not be limited to: onsite training and TA; frequent communication via email, phone and webinar; and, annual monitoring. Funded law enforcement agencies and their designated staff must participate in all sponsored grant program activities. Successful applicants should expect to engage in intensive, proactive technical assistance for the duration of the grant period.

Partnerships: All applicants are required to enter into a formal collaboration via a Memorandum of Understanding (MOU) with the certified domestic violence center already implementing the local InVEST Program. Applicants are strongly encouraged to engage with their jurisdiction's State Attorney's Office to participate with the InVEST Program's activities to reduce domestic violence homicides. Program grantees may be required to update the MOU during the first quarter of the grant period. Updated MOUs will need to be reviewed and approved by FCADV.

Activities that Compromise Survivor Safety

The following activities have been found to jeopardize survivor safety or allow offenders to escape responsibility for their actions:

- Procedures or policies that exclude survivors from receiving safe shelter, advocacy services, crisis intervention counseling, and other assistance based on their actual or perceived age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, disability, criminal record, work in the sex industry, or the age and/or gender of their children;
- Procedures or policies that compromise the confidentiality of information and privacy of persons receiving services;
- Procedures or policies that deny survivors access to services based on their relationship to the perpetrator;
- Mandating that domestic violence survivors participate in social service programs or domestic violence education classes in order to “drop” domestic violence charges that are filed against the perpetrator;
- Automatic pre-trial diversion programs;
- Mediation or counseling for couples as a systemic response to domestic violence or dating violence or any other manner of joint victim-offender communication;
- Requiring survivors to seek legal sanctions against the perpetrator or offender (e.g., seek a protection order, file formal complaint, forcing the victim to testify against their perpetrator or offender);
- Referring survivors to child protection services solely for failure to protect their minor child from witnessing domestic violence;
- Procedures that would penalize survivors of violence for failing to testify against their abusers or impose other sanctions on survivors;
- Imposing conditions on survivors of domestic or dating violence in order for them to receive services (e.g., requiring a survivor of domestic or dating violence to seek a protection order or counseling as a precondition to services); and,
- The placement of perpetrators in anger management programs or inappropriate sexual offender treatment programs.

Applications that propose activities that compromise survivor safety will be eliminated from further consideration entirely.

Out-of-Scope Activities

FCADV has determined the activities listed below to be out of the program scope. Applications that propose out-of-scope activities will receive a deduction of point(s) during the review process. Applications that are determined to be substantially outside the scope of the “Intimate Violence Enhanced Service Team (InVEST): A Domestic Violence Homicide Reduction Program” grant program will not be considered for funding. The following activities are out-of-scope and will not be supported by grant funding:

- Research projects (This does not include program assessments conducted for internal improvement or grant reporting purposes);
- Legal services in civil and criminal matters, such as family law cases (divorce, custody, visitation and child support), housing cases, consumer law cases and other legal services for victims of domestic violence, dating violence, and stalking, except that legal assistance in seeking protection orders and limited immigration matters (e.g., U Visas) is permitted;
- Child abuse or family violence issues such as violence perpetrated by a child against a parent, or violence perpetrated by a sibling against another sibling.
- Prevention education efforts and media campaigns are **not allowable** activities for this grant program.

The following is a list of additional activities that are unallowable and cannot be supported by the “Intimate Violence Enhanced Service Team (InVEST): A Domestic Violence Homicide Reduction Program” grant program. Applications that propose unallowable activities will receive a deduction of point(s) during the review process. Applications that include substantial unallowable activities will not be considered for funding.

- Lobbying
- Fundraising
- Purchase of real property or vehicles
- Construction
- Physical modifications to buildings, including minor renovations (such as painting or carpeting)

Accommodations and Language Access

Applicants are encouraged to allocate grant funds to support activities that help to ensure individuals with disabilities and Deaf individuals and persons with limited English proficiency have 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. Applicants proposing to use grant funds to create websites, videos and other materials must ensure that they are accessible to persons with disabilities.

Review Process

The grant application process will be competitive and all applications will be reviewed by an external panel. Applications will be scored by the review panel according to the criteria set forth in this solicitation.

If the application fails to meet the criteria listed below for the initial internal review, the application will not receive an external review.

Criteria for the initial internal review:

- Proposal was submitted via email by the deadline
- Proposal is complete
- Proposal meets page limit and page layout requirements
- Proposal reflects the grant's purpose area
- Proposal meets remaining requirements set forth in this RFP

Each committee member will review the information provided in the application against the selection criteria for the program. The total points possible for an application are 100 (5 points for Abstract, 55 points for Narrative, 15 points for Budget, 5 points for Letters of Support and 20 points for the Memorandum of Understanding). The review panel will be responsible for rendering funding decisions as related to the grant proposal. Applications with the highest composite scores will be considered for funding. Award recipients will be subject to monitoring and contract compliance by FCADV.

Past Performance Review

In addition to the review process described above, applicants with current or recent (closed within the calendar year) FCADV awards will be reviewed based on the elements listed below. Please note that if the applicant has not met or completed any one of the following, up to five points may be deducted from the application.

- Progress reports submitted by the applicant, in conjunction with monitoring conducted by FCADV, that demonstrates the effectiveness of the current project, indicating timely progress toward meeting project goals and objectives;
- Adherence to programmatic and financial reporting requirements, including timely submission of required reports;

- Completion of close-out of prior awards in a timely manner including, but not limited to, timely submission of final reports;
- Appropriate utilization and active participation in FCADV-sponsored workshops and other technical assistance events as required by the current award;
- Timely resolution of issues identified in any audit or on-site financial or programmatic monitoring visit; and,
- Timely expenditure of grant funds.

Schedule of Events

Activities	Date
Request for Proposal Available	April 18, 2016
Deadline for Submission	May 13, 2016; 11:59 p.m. ET
Notification of Awards	June 8, 2016
Project Initiation	July 1, 2016
Project Period	12 Months with option to renew 12 additional months after successful completion of the first year.
FCADV Technical Assistance for Grantees	Ongoing

What an Application Must Include

Applicants must complete each of the following sections as part of their response to this solicitation. It is the responsibility of the applicant to ensure that the application is complete. For each section listed below, please note the corresponding maximum point value that may be assigned during the peer review scoring process. The proposal should follow the order below for easy reading.

Applications must use the following page format requirements:

- Double-spaced
- One-inch margins
- Type no smaller than 12 point, Times New Roman font
- Include a Project Abstract (please limit to one page, single-spaced)
- No more than fifteen (15) pages for the Project Narrative

Proposal Abstract (5 points, limit to one page, single-spaced)

The Proposal Abstract, when read separately from the rest of the application, is meant to serve as a succinct and accurate description of the proposed project and should concisely describe proposed project goals and objectives.

Proposal Narrative (55 points)

The Proposal Narrative should be limited to **fifteen (15) pages**, double-spaced.

A. Purpose of the Application (15 points)

- Describe the law enforcement agency's previous and current participation with the local Certified Domestic Violence Center's InVEST Project.
- Provide a detailed summary, including data, regarding the difference between the outcomes and production as a result of loss of funding for an InVEST investigator or detective if the agency previously or currently receives InVEST funding from FCADV;
- Please detail the amount of time an investigator, detective or officer is allocated currently to participate in the InVEST program;
- Provide a detailed description of the needs for the project and problems with law enforcement's current efforts and response to domestic violence, dating violence and domestic violence homicide. Include gaps and barriers in the stated response;
- Describe the law enforcement agency's demonstrated history in working collaboratively with local organizations that serve the needs of survivors of domestic violence;
- Describe challenges the law enforcement's jurisdiction faces in developing a high risk team to reduce domestic violence homicides; and,
- Describe any information regarding local fatality review teams and their activities. If a local fatality review team exists, please detail how applicant will interface the InVEST program with their efforts.

B. What Will Be Done (25 points)

The applicant must provide a clear connection between the proposed activities and the need identified in the "Grant Program Purpose Area" section of the application.

- Describe the **policies and procedures** that your agency has or will adopt to enhance a specialized and coordinated community response to domestic violence, including the development or enhancement of a high risk team;

- Describe the law enforcement agency's commitment to the project if funded, including the commitment of the agency's leadership to the InVEST program;
- Describe in detail the proposed project as it relates to the Grant Program Purpose Area;
 - Describe how funding will address the identified needs in the agency's jurisdiction in addition to providing a full time InVEST Investigator or Detective.
 - Describe how funding will assist the agency with the development and engagement of a high risk team including partners, such as the State Attorney's Office in addition to the local Certified Domestic Violence Center, how often they will meet and how they will impact the project.
 - Describe how funding will assist the agency with strengthening and institutionalizing an appropriate response to domestic violence and domestic violence homicide.
 - If no fatality review team currently exists in your community, please provide an action plan that illustrates steps to establish a local team.
- Propose goals and objectives, specific tasks, and activities of the project. Activities must focus on the Grant Program Purpose Area, the needs in the jurisdiction and the plan to participate in the local InVEST Project;
- Describe the expected measurable outcomes of the proposed project; and,
- Describe how the applicant is currently addressing victim safety and autonomy. The applicant should state what enhancements, if any, will be made through the proposed project.

This section will be rated on the extent to which the applicant addresses the above criteria, as well as the extent to which the project activities relate to the Purpose Area, appear feasible and likely to succeed; and, the extent to which project activities can realistically be completed within the grant period.

C. Activities Implementation Schedule (10 points)

A table or graph may be used for this section. If using a table or graph, the text within the table or graph may be single-spaced.

- Detail a 24-month activities implementation schedule that includes timelines for completion of each activity. The schedule should indicate when project goals, objectives and activities will commence and how the project will progress.

- The schedule should indicate who is responsible for accomplishing each goal, objective, and activity.
- The schedule should also indicate how each goal, objective and activity will be accomplished.

This section will be rated on the extent to which the applicant clearly articulates reasonable and attainable goals, objectives and activities within the time allotted for the grant period.

D. Sustainability (5 points)

- Describe the law enforcement agency's plan for the long-term sustainability of this project, when funding is no longer available.

Applicants are required to include a sustainability plan to continue the project if funding were no longer available. Please provide an example of the applicant's history to financially sustain programs. This section will be rated on the extent to which the applicant addresses the above criteria.

Budget and Fiscal Risk Assessment (15 points)

As an attachment to this application, please provide a detailed 12-month line item budget, including a budget narrative, as well as the Fiscal Risk Assessment Questionnaire. The budget narrative should clearly demonstrate the relationship between expenditures and program content. Expenditure categories should fall within the A-M line items included in the budget template. Budget form instructions are also included as a guide to help prepare your agency's budget on the required budget template form. Although you are submitting a proposal for a 24-month project, we are requiring a budget for only 12-months at this time. Prior to the second year of the project starting on July 1, 2017 you will be required to submit a budget for the second year of the project.

Matching Funds

Please Note: Matching funds are required for the funds awarded for this project.

Match is calculated assuming that the federal award comprises only 75% of the project and the local match comprises 25% of the total project.

For example, a total project is \$133,333.00: 75% = \$100,000 federal award and 25% = \$33,333.00 match.

Matching funds may be provided by cash OR in-kind contributions such as the use of office space, supervision, additional department or officer time, etc. or, a combination of both cash and in-kind contributions. All in-kind contributions must be directly related to the STOP project.

Any award that is accepted by an applicant will constitute agreement to providing the match contribution whether in cash, in-kind, or a combination of both.

This section will be rated on the following criteria: extent to which the budget is reasonable and within the established limits and the extent to which the budget costs correspond with proposed project activities.

Letters of Support (5 points)

A minimum of three letters of support from partner organizations in the proposed project's jurisdiction are required. At least one letter of support will be from the local State Attorney's Office.

Memorandum of Understanding (20 points)

The MOU should be limited to **four (4) pages**; single-spaced and should reflect all of the following criteria. Applicants are required to submit an MOU that demonstrates they are collaborating in a meaningful way with the local Certified Domestic Violence Center that provides services in applicant's county. The MOU must be signed and dated during the development of the proposal and be created and signed by the Chief of Police and/or Sheriff and chief executive officers or executive directors of the participating organizations.

The MOU must:

- Identify the certified domestic violence center and other project partners and provide a brief history of the collaborative relationship, including when and under what circumstances the relationship began. Partners must be linked directly to the stated need of the project;
- Detail the qualifications of the partners and their respective agencies or organizations and the resources and skills each brings to the project;
- Describe the history of the relationship between partnering organizations;
- Describe projects or endeavors partnering agencies or organizations have pursued together such as serving on a local task force, coordinated community response and/or high risk team and the outcomes of such projects;
- Describe the services provided to survivors by each partnering organization;
- Demonstrate a commitment on the part of all project partners to work together to create or enhance an InVEST high risk team and to achieve stated project goals;
- Clearly state the roles and responsibilities each organization or agency would assume to ensure the success of the proposed project;
- Describe how each agency or organization will work cooperatively to achieve the project's goals including, but not limited to, enhancing domestic violence survivor safety, increasing batterer accountability, and reducing domestic violence homicide;

- Demonstrate the capacity for each project partner to affect community-wide systemic change within their respective organizations and the law enforcement agency's jurisdiction;
- Describe how each partnering agency or organization shall ensure all information released among InVEST community partners adheres to Florida's confidentiality and survivor/advocate privilege laws; and,
- Indicate approval of the proposed project budget by all signing parties.

The MOU should be a single document that includes signatures and dates from all partners. Separate signature pages for partners are not acceptable. Signatories should be sure to include their titles and agencies under their signatures.

This section will be rated on the extent to which the applicant addresses the above criteria.