North Carolina Division of Social Services
Child Welfare Services Section
Post Adoption Support Services
RFA #9001-20 Question and Answer Document

AWARD CORRECTION

Please be aware that there was a calculation error in the total award amount, as well as awards for each region. The amounts have increased for each region. Please see the chart below for **_CORRECT_** *award amounts and adjust your budgets accordingly:*

Total Award Amount: $1,818,181

REGION	AWARD AMOUNT
1	$125,786
2	$176,449
4	$249,257
5	$209,212
6	$189,797
7	$172,505
8	$240,459
9	$175,538
10	$120,932
11	$158,246

In looking at the map with the regions, Region 3 including Burke was omitted. Is there a reason, or was this an oversight?

This was not an oversight. Region 3 was not put out for bid this cycle as the current contractor for that region is participating in a national study/evaluation for post adoption support services. The length of the project extends past the previous award cycle. In an effort to maintain consistency with the study which will allow us to gather beneficial information for future programming requirements for PASS, the contract for region 3 will remain with the current contractor for this award cycle.

How many agencies per region will be selected to participate in PASS?

One agency will be awarded per Region. One agency may submit an application for more than one region.

How does the overall referral process work? Specifically, how are referrals identified and by whom are they identified?

Applicants must include in their Project Design how they are able to ensure that all adoptive families, regardless of the type of adoption completed, are aware of the post adoption services proposed to be provided. Applicants determine how they achieve this through collaborative community partnerships. The process for receiving referrals should be addressed/identified in this section.

For large, diverse agencies, do you want a comprehensive all-inclusive list of contracts for the past 5 years, or just those that are relevant to PASS?

Per the RFA, "Applicants must provide a brief overview of __all services__ provided by the Contractor within the last five years." This includes contracts other than those relevant to PASS.

In regards to the revenue question included in the grant application, should we include 5 years' worth of revenue for our entire agency or only for those programs relevant to PASS?

The Funding Chart indicates that you must include "all sources of funding received during the last __three__ years by your agency." Because we are looking to assess sustainability, sources of funding received should be reflective of those received by your entire agency, not just programs related to PASS.

Is NC DSS able to provide an updated estimate of the number of adoptive families in North Carolina, as was provided with the previous RFA?

The current RFA focuses on providing services to adoptive families, regardless the type of adoption. The chart below reflects to the total number of adoptions completed by region for the past 3 fiscal years. These include adoptions from foster care, independent, step parent, relative, international and adult adoptions.

REGION	SFY 13/14	SFY 14/15	SFY 15/16
1	90	77	87
2	220	291	245
4	440	518	519
5	344	361	375
6	240	318	337
7	229	232	256
8	474	459	457
9	210	230	308
10	60	66	81
11	180	168	229

When we are building our logic model and selecting short-term and long-term outcomes, are we supposed to select additional outcomes, or stick with the 3 that are included in the shared outcomes listed in the RFA?

The Logic Model must be submitted with your application as it supports your project design. The 3 identified Outcomes in the RFA must be the only outcomes used in your logic model. This will allow us to capture consistent statewide data.

Under the organization background section, we are instructed to provide an overview of all services provided by the contractor. Our agency has had quite a few contracts, as well as grant funding and support from private foundations. Are you looking for only contracts, or grants as well?

We are looking for a <u>brief</u> overview of all the services provided by the contractor, whether they were funded by grant or contract. Please include them all using the bullet point items found in #4 of Section 13.0 of the RFA.

The last bullet in the organizational background section asking for an overview of all services provided by contractor asks for contact information "of at least one manager in each client organization who is personally familiar with the Vendor's performance under contract." Does this mean someone at our agency or someone at the funder's agency?

This is referring to a manager at your own agency who can speak directly about performance during the contract period.

The hyperlinks in appendix B don't seem to be working. Is there another way to access the online required documents?

We are aware that some people are unable to open the hyperlinks. This problem has been reported. If you are unable to access specific forms, please email Kim Best directly and the forms can be sent to you. Kimberly.best@dhhs.nc.gov

Under the required outcomes, the RFA describes the Protective Factors Survey as a retrospective post-test. I am aware of a retrospective pre-test, but what is the meaning of a retrospective post-test?

In regards to a retrospective post-test, the family should be given the Survey as they are nearing closure of services. The family should first answer the question in terms of how they felt prior to starting services and then they will answer the same question as how they feel at the present time.

Are there specific instructions for the administration of the Protective Factors Survey? For example, would we be required to administer the entire survey to all clients served (for example, even those who engage in a quick phone call) or only for clients who engage in services where we would expect change on those areas?

The Protective Factors Survey is utilized to measure improvement at the time of case closure, therefore it would not be appropriate for those only engaging in a quick call.

If organizations are a branch office of an organization based in another state, are we eligible to apply?

Yes, you are eligible to apply.

Are new programs eligible to apply, or is the PASS program funding for capacity building for existing programs?

Per the RFA, NC DSS is seeking proposals from applicants "to develop, operate, and/or expand Post Adoption Support Services." An applicant does not need to be providing these services currently, but must show the capacity to achieve positive outcomes for adoptive families.

Are PASS programs to be provided as a resource for adoptions resulting from foster care, or for private infant adoptions, or all types of adoptions?

Per the RFA, "Applicants will demonstrate the capacity to achieve positive outcomes for adoptive families, regardless of the child(ren)'s age or the type of adoption." This includes adoptions from foster care, step parent, relative, independent, international and adult.

Are we responsible for the referral base for serving clients with our post adoption services, or will we receive referrals from other existing sources or partner with other organizations as an available resource for families?

Applicants must include in their Project Design how they are able to ensure that all adoptive families, regardless of the type of adoption completed, are aware of the post adoption services proposed to be provided. Applicants determine how they achieve this through collaborative community partnerships. The process for receiving referrals should be addressed/identified in this section.

What is the staff to client ratio recommended for PASS programs?

Post Adoption Support Services programs must offer a broad continuum of community based services from prevention through highly intensive mental health interventions. Additionally, a wide array of services shall be incorporated into PASS programs. Therefore, the staff to client ratio should be based on the programmatic design and services provided. Since programs will look different from region to region based on services provided, no set staff to client ratio has been set.