

Domestic Violence Intervention Program (DVIP) Services Request for Qualifications (RFQ)

INFORMATION SESSION

Monday, July 18th, 2022

10:00 AM – 12:00 PM

RFQ Coordinator: Karmen Schuur–Coraggio, Sr. Planner

Human Services Department



City of Seattle

Land & Labor Acknowledgement

We must acknowledge that much of what we know of this country today, including its culture, economic growth, and development throughout history and across time, has been made possible by the labor of enslaved Africans and their ascendants who suffered the horror of the transatlantic trafficking of their people, chattel slavery, and Jim Crow. We are indebted to their labor and their sacrifice, and we must acknowledge the tremors of that violence throughout the generations and the resulting impact that can still be felt and witnessed today.” (Dr. Terah "TJ" Stewart)

We are currently occupying the unceded lands of many First Peoples; Coast Salish people, Muckleshoot, Suquamish, Stillaguamish, and Duwamish. We acknowledge and thank local First Nations for their centuries of land stewardship that long predates the arrival of European settlers we and honor those who are still struggling for recognition and reparations for historical acts of genocide and ongoing erasure. We remind you to be aware of the spaces you occupy locally, that these lands were stolen from First People in the name of white settler colonialism and that you seek ways to continue your education and give back to local Indigenous communities.

You can find more information on the lands you occupy here:

Native-Land.ca | [Our home on native land](#)

And if desired, give back here:

[Real Rent Duwamish - Real Rent Duwamish](#)



Proprietary and Confidential Information

The State of Washington's Public Records Act (Release/Disclosure of Public Records) Under Washington State Law (reference RCW Chapter 42.56, the Public Records Act) states that all materials received or created by the City of Seattle are considered public records. These records include but are not limited to: RFP/Q narrative responses, budget worksheets, board rosters, other RFP/Q materials, including written/or electronic correspondence. In addition, HSD RFP/Q application materials are released to rating committee members and all rating committee members must sign and adhere to the Confidentiality and Conflict of Interest Statement. Personal identifiable information entered on these materials are subject to the Washington Public Records Act and maybe subject to disclosure to a third-party requestor.

- Examples of personal identifiable information include:
- First Name
- Last Name
- Date of Birth
- Social Security Number
- Financial Account Number
- Driver's License Number or other State Identification Number

HSD does not require social security numbers on application materials or reports. For doing business with the City or HSD, it is recommended to obtain a federal taxpayer identification (EIN) number.

*Please let us know if there is any reason why your identity needs to remain private for safety reasons.



Welcome!

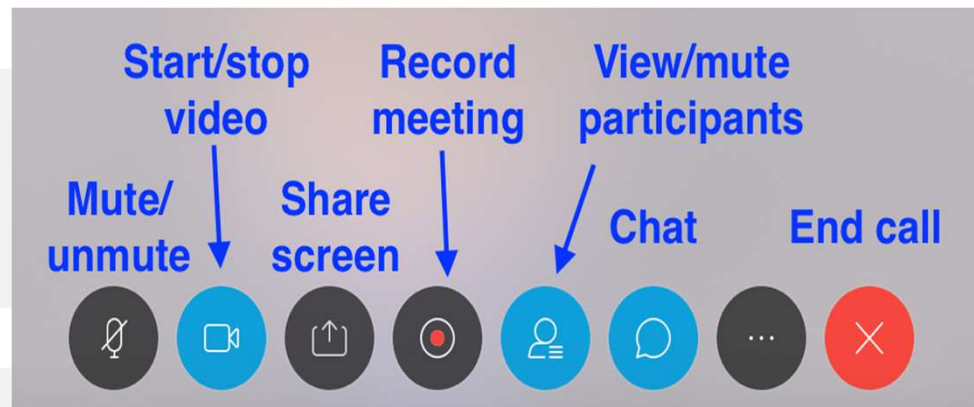
1. **All information shared in the chat box will be included in the notes for today's meeting. Thus, feel free to refrain from introductions if you do not wish to have this information be recorded or included in the meeting notes.**
2. In the chat box and if desired-please type your:
 - *Name + pronouns*
 - *Title/Role*
 - *Agency/Dept.*
3. Please remain muted unless you plan to speak and be heard
4. There will be time set aside for Q &A in the middle **and** at the end of the presentation



General Housekeeping Tips



Welcome to WebEX



We are recording this session and it will become public record. You can choose to be anonymous during this session.



Agenda

1. **Welcome and General Housekeeping Tips**
2. **Introductions**
3. **Purpose and Background**
4. **Service Model & Components**
5. **HSD Theory of Change**
6. **Q/A- Program Elements**
7. **Submission Instructions**
8. **Rating& Submission Information**
9. **Tips**
10. **Appeals Process**
11. **Final Q/A & Close**



Introduction

- The City of Seattle requires that public dollars are released every four years for competitive bids.
- **This 2022 Domestic Violence Intervention Services RFQ is an open and competitive funding process. Existing grantee(s) are not guaranteed to be selected, continued to be funded, or funded at the same level.**
- Approximately **\$147,229** is available through the City of Seattle general fund.
- Funding awards will be made for the period of January 1, 2023 - December 31, 2023. Renewal is contingent upon agency performance.



Timeline

**Funding Opportunity
Announcement:**
June 24th, 2022

Information Session:
July 18th, 2022

**Last Day to
Submit Questions:**
July 29th, 2022, at 5
PM PST

**Application
Deadline:** August 8th at
Noon (12 PM) PST

***All applications
are to be
submitted online.***



Timeline: Other Key Dates

**Review & Rating
Process:** August 9, 2022
– August 25, 2022

**Award
Announcement:**
September 30, 2022

Appeal Process:
October 3, 2022 –
October 7, 2022

Contract Negotiations:
October 2022– December
2022

Contract Start Date:
January 1, 2023



Purpose & Background

The purpose of this RFQ is to:

- Improve Seattle's coordinated community response to domestic violence
- Enhance partnerships and collaboration among service providers and IPV response systems (court, victim advocates, treatment providers, probation)
- **Provide treatment for offenders that is rooted in accountability and centers the needs of survivor safety**
- Advance racial and social justice within the Seattle community



Purpose & Background

- DVIP treatment and approach was adapted from the Colorado Differentiated Domestic Violence Offender Treatment Model (i.e., the Colorado Model) which emphasizes the use of the risks, needs, and responsivity principles of effective interventions (Gover & Richards, 2017).
- After being court-mandated, offenders assessed for criminogenic risk factors and then are assigned to **one of three** treatment levels based on their level of risk, as defined by Washington State Administrative Code [\(WAC\) 388-60B-0410](#)
 - 4th-tier offenders are not part of the eligible population for treatment within this model.
- Treatment is an *accountability* measure that is expected to produce enhanced survivor safety.
- Like Colorado, Washington state has implemented standards that dictate credentials of treatment providers and roles of multidisciplinary teams that manage intervention strategies.



Service/Program Model

- Assessment

- Integrates assessment of client risk, client needs, and responsiveness to treatment
- Integrates feedback from victim/survivors as well as self-report information from offenders.
- Allows for a graduated service model for misdemeanor-level offenders based upon set of risk factors that are self-reported, survivor-reported, and based upon systemic input (court and probation info)



Service Components

- Treatment

- Weekly group sessions centered upon cognitive-behavioral approach
- Treatment referrals to additional services not strictly offered through offender behavioral treatment will be provided as-necessary
- Focus primarily upon survivor safety, as well as offender accountability for past behavior
- Compliant with standards for providers set forth in WAC 388-60B.
- The program is a minimum of six months per WAC 388-60B-0420 and advancement towards completion as well as termination from the program depends upon the participants' progress and involvement.

<https://app.leg.wa.gov/Wac/default.aspx?cite=388-60B-0025>



Multi-Disciplinary Team

- Multi-disciplinary team (MDT) participation
 - Non-contractual obligation
 - Participants provide monthly updates and reports on program progress
 - Conference with systems and community partners to develop best-practices and strategize around emerging needs for clients
 - Per WAC 388-60B-0035, the role of the advisory committee is to:
 - (a) Advise the department regarding recommended changes to the program standards; and
 - (b) Provide technical assistance on program standards, implementation, training, certification, and recertification criteria.



Client Eligibility & Populations Served

Program Clients:

- Those referred to domestic violence treatment by Seattle Municipal Court.
 - Survivors may be of any gender, sexual orientation, age, race/ethnicity with a focus on American Indians/Alaskan Native, Black/African American, and may be domestic or foreign nationals

• Population

Served: Seattle residents.

- Priority Populations: Defendants of domestic violence referred by Seattle Municipal Court

• Focus Populations

- Black/African American communities
- Hispanic/Latino communities
- Immigrants/Refugees



Performance Measures

Quantity:

Of DVIP program participants (domestic violence perpetrators enrolled in DVIP who are referred by the Seattle Municipal Court).

Quality:

Of DVIP program participants who complete the intervention program requirements.

Of DVIP program participants who were satisfied with the quality of services provided as measured by client survey or interview.

Impact:

Of DVIP program participants who demonstrate change in their beliefs which have resulted in cessation of violent acts or threats for a minimum of the last six (6) months.

Of DVIP program participants who demonstrate knowledge of their personal motives for abuse or controlling behaviors and alternative ways to meet their needs in a non-abusive manner.



Key Staff

- There should be sufficient **qualified, culturally and linguistically competent** staff to effectively conduct the strategies outlined and activities proposed and/or provide referrals to accessible services to all clients.
- All program staff, supervisors and volunteers must be familiar with the dynamics of domestic violence and relevant community resources.
- Successful applicants must obtain the required level of training and accreditation for the assessment and treatment components
 - Staff must be DSHS-certified to provide behavioral interventions for offenders (DSHS considers each geographical location of a program an individual program, and must certify each program separately)
- Treatment and assessment responsibilities also include administration and management of routine data-reporting requirements and quality/performance management of the treatment program.

HSD 'Theory of Change'

What is it in the context of this funding process?

- **Results Based Accountability framework ensuring that data informs HSD investments and that our partnerships can support culturally-responsive approaches.**
- **Helps HSD to understand how we can reduce and eliminate gaps in service to communities of color and immigrant/refugee communities locally.**
- **A planning exercise that underscores how applicants who serve diverse and marginalized communities can be supported in their existing work and develop roadmaps for growth.**



HSD Theory of Change : 'Who/What/How'

Population Accountability

- Who we want to impact
 - Victims/survivors of gender-based violence (domestic violence, sexual assault, and/or commercial sexual exploitation) in Seattle
- What we wish to achieve in the community
 - All people living in Seattle are free from gender-based violence.
- How we know its working
 - Feedback from treatment and assessment providers on key indicators
 - Enrollment and Completion
 - Outcomes:
 - % of women and men in Washington State that experience sexual violence, physical violence, and/or stalking by an intimate partner.²
 - % of women and men in Washington State that experience sexual violence.³

HSD Theory of Change: Community Data

Racial Equity Population Accountability

- Focus Populations: Black/African American communities, Hispanic/Latino communities, Immigrant/Refugees
- Community-Level Disproportionality Data
 - For DV survivors, Black and African American and American Indian/Alaska Native groups are overrepresented both in King County Superior Court-referred DV cases, as well as emergency department visits in the past 2 years.
 - Representation within Seattle Municipal Probation Services is also disproportionate for offenders of color and specifically Black or African Americans in Seattle.
- Population Racial Equity Goals
 - % Of Black/African American, Hispanic/Latino, Immigrant/Refugees who experience domestic violence decreases.
 - % Decrease in domestic violence perpetrator recidivism.

Sources: https://kingcounty.gov/depts/prosecutor/criminal-overview/CourtData.aspxfbclid=IwAR1wy5Wjr6CkTxikB_CfS5St9ugTQkcbrFJcM88x6JqK8z2NzR_33k6C0c0
<https://www.seattle.gov/Documents/Departments/CityAuditor/auditreports/SMCProbationReport.pdf>
Mayor's Office on Domestic Violence and Sexual Assault 2016-2020 Client Profile Report Comparison

HSD Theory of Change: Quantity, Quality & Impact

Program Accountability

- **Quantity:** # Of unique DVIP program participants (domestic violence perpetrators enrolled in DVIP who are referred by the Seattle Municipal Court).
- # Of unique DVIP program participants from focus population (domestic violence perpetrators enrolled in DVIP who are referred by the Seattle Municipal Court).
- **Quality:** % and # of unique DVIP program participants from focus population who complete the intervention program requirements.
- % and # of unique DVIP program participants from focus population who were satisfied with the quality of services provided as measured by client survey or interview.
- **Impact:** % and # of unique DVIP program participants from focus population who demonstrate change in their beliefs which have resulted in cessation of violent acts or threats for a **minimum of the last six (6) months**.
- % and # of unique DVIP program participants from focus population who demonstrate knowledge of their personal motives for abuse or controlling behaviors and alternative ways to meet their needs in a non-abusive manner.



Questions So Far?



Submission Instructions

Applications due on Monday, August 8, 2022 @ 12pm Pacific Time

Submit online at: <http://web6.seattle.gov/hsd/rfi/index.aspx>

Request for Proposal Response – 2022 Domestic Violence Intervention
Program Services **ATTN: Karmen Schuur-Coraggio**

--No faxed, mailed or hand-delivered submissions will be accepted--

Applications must be complete and on-time



HSD Online Submissions System

- The system is NOT an online Application – there is no auto or manual saving function available.
- You may upload files up to a maximum of 100 MB; Acceptable file types include: .pdf, .doc, .docx, .rtf, .xls, .xlsx
- There are required fields to be completed. ***Ensure you allow sufficient time to complete the steps in order to submit your application by the deadline.***
- The system automatically sends a confirmation to all e-mail addresses you enter.
- **Via HSD Online Submission System** (<http://web6.seattle.gov/hsd/rfi/index.aspx>)
HSD advises uploading proposal documents several hours prior to the deadline in case you encounter an issue with your internet connectivity. HSD is not responsible for ensuring that applications are received by the deadline. If you encounter issues with the online submission system, please email Sola Plumacher at sola.plumacher@seattle.gov.



HSD Online Submissions via Email

- **Via Email** (HSD_RFP_RFQ_Email_Submissions@seattle.gov)
 - Email attachments are limited to 30 MB. The subject heading must be titled: **2022 DVIP Services RFQ**. Any risks associated with submitting a proposal by email are borne by the applicant. Applicants will receive an email acknowledging receipt of their application.
- Choose either the **online OR email submission method – not both**. If for any reason a proposal is submitted twice, the last submission received will be the one accepted for review by the rating panel.



Complete Applications

Late applications will not be accepted. **HSD is not responsible for ensuring that applications are received by the deadline.**

Applications must include:

- Application Cover Sheet (with physical signature)
- Core Narrative Response (12-page limit)
- Service Strategy Profile
- Service Strategy Narrative Questions
- Proposed Program Budget and Proposed Personnel Detail Budget form
- Proof of status as: IRS nonprofit, legal entity incorporation, or tribe
- Current Board of Directors roster
- Minutes from last 3 Board of Directors meetings
- Federally approved Indirect rate, if applicable



Fiscal Documents

- Agencies for which HSD has current financial and insurance documents will not be required to resubmit. **If you have questions regarding whether you have current financial documents filed with HSD, please inquire by July 29th, 2022 @ 5:00 PM by emailing Karmen.Schuur2@seattle.gov**
- Agencies for which HSD has incomplete or no financial and/or insurance documents will be notified by the Coordinator and required to **submit ALL requested documents within 4 business days from the date of written request.** This is tentatively scheduled for the beginning of September 2022.
- Financial and Insurance documentation that may be requested are listed in Section IV. of the Application.



Rating Criteria

Scoring Weights:

Program Design Description	20%
Cultural Humility	30%
Capacity & Experience	30%
Partnership & Collaboration	10%
Budget & Leveraging	10%



Review and Rating Steps

- Applications submitted
- Rating committee reviews complete applications
- Post-application interviews if needed by rating committee
- Fiscal review
- Final recommendations to HSD Director
- Agency and public announcement



10 Tips For Applicant Success

1. Follow the required format defined in the Guidelines.
2. Prioritize specificity while being as concise as possible.
3. Answer all questions and in the context of your proposed program(s).
4. Submit an accurate budget; double check your numbers.
5. *Propose* plans for addressing services that are not in place.



10 Tips For Applicant Success (Cont.)

6. Have someone else review your application before submitting.
 7. Do not exceed the 12-page narrative limit.
 8. Use the application submission checklist.
 9. Start early.
 10. Review the Online Submission Assistance Page for helpful information: <http://web6.seattle.gov/hsd/rfi/help.aspx>
- ***E-mail questions by the Q&A deadline July 29th, 2022: Karmen Schuur-Coraggio at Karmen.Schuur2@Seattle.gov***



Appeals Process

Applicants have the right to protest or appeal certain decisions in the award process

Grounds for Appeals:

- Violation of policies outlined in the Funding Process Manual
- Violation of policies or failure to adhere to guidelines or published criteria and/or procedures established in the funding opportunity

Appeals Deadlines:

- Appeals must be received within **four (4) business days** from the date of written application status (award/denial)
- A written decision by the HSD Director will be made within **four (4) business days** of the receipt of the appeal. The HSD Director's decision is final.

No contracts resulting from the solicitation will be executed until the appeal process has closed. An appeal may not prevent HSD from issuing an interim contract for services to meet important client needs.



Questions?

- Questions & Answers posted on RFP website: <http://web6.seattle.gov/hsd/rfi/help.aspx>
- Only written answers are official
- Contact Karmen Schuur-Coraggio, Karmen.Schuur2@Seattle.gov with questions prior to July 29th, 2022 @ 5:00 PM
- Any issues and/or questions about the online submission system, contact Sola Plumacher, Funding Process Advisor at sola.plumacher@seattle.gov



Thank You



Relevant Links

WAC 388-60B <https://app.leg.wa.gov/wac/default.aspx?cite=388-60B>

WAC-388-60B-0035 : <https://app.leg.wa.gov/WAC/default.aspx?cite=388-60B-0035>

[WAC 388-60B-0420: https://app.leg.wa.gov/WAC/default.aspx?cite=388-60B-0420](https://app.leg.wa.gov/WAC/default.aspx?cite=388-60B-0420)

HSD Application Site: <http://web6.seattle.gov/hsd/rfi/help.aspx>

HSD Funding Process Manual and Info: <https://www.seattle.gov/human-services/providers/funding-policies-and-manuals>

