State of Alaska
Department of Health and Social Services
Division of Office of Children's Services

Request for Proposals
Family Support
For FY2027 Through FY2029
Grants and Contracts

NOTICE: Proposals will ONLY be accepted through GEMS. Applicants are responsible for reviewing the GEMS homepage at https://gems.dhss.alaska.gov/ for details regarding agency registration and availability of technical assistance. Log into GEMS through myAlaska, https://my.alaska.gov/Welcome.aspx to begin the application process. Once you are logged into GEMS, guidance and instruction are available in the Documents tab and from the film strip icon. Applicants are responsible for monitoring GEMS or the State Online Public Notices site for any changes or amendments that may be issued regarding this solicitation.

Relay Alaska provides assisted communication services at 711 or 1-800-770-8973 from a TTY phone, and at 1-800-770-8255 from a voice phone.

CONTACT PERSON: Bernadette Osborne, Grants Administrator

PHONE: 907-465-8142

E-MAIL: bernadette.osborne@alaska.gov

PROPOSAL DUE DATE: March 26, 2026, 3:59 PM

DEADLINE FOR WRITTEN INQUIRIES: March 16, 2026, 3:59 PM

PROJECT PERIOD BEGINS: July 1, 2026

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Amendments

Amendment 1 Removal of Question 4 from section 4.04 **Posted: 2/12/2026**

Explanation

Question 4 (of 4.04) is being removed as it is a duplicate of Question 2 (of 4.04).

Amendment 2 Questions and Answers #1 **Posted: 3/6/2026**

Explanation

Below are some questions (Q) that were asked and the answers (A) provided:

- **Q1:** *On the Applicant Qualifications #2 do I upload all of the resumes (in one file) of every staff member that will be involved in this program? Also, what then do I put in the text box?*
- **A1 pt1:** It's just option to add some text, for example if someone wants to add the position descriptions into that vs adding it to the single file upload. Otherwise, it can be left blank.
- **A1 pt2:** In 2.02 it states this: "Resumes and position descriptions and professional credentials for **key project personnel** must be uploaded as part of the response".

- **Q2:** *On Demonstration of Support #1 I'm confused on what exactly the question is asking and what I need upload.*
- **A2:** You may provide letters of support and/or provide a list of community partnerships and established agency to agency agreements for that question.

- **Q3:** *Under narrative 4.06.1, the instructions state "In the upload field below, provide a single-file scan of documented community support for the proposed project." Are we correct in our understanding that this requirement is requesting, at minimum, one letter of support from an organization in the community/communities proposed to be served? Or is the requirement either more specific or different than that?*
- **A3:** (Same answer as A2)

(Also, I removed the text in the square brackets on question 4.06.1 it is just a part of the template and should have been removed before being posted. All it said was: [Each solicitation must have at least one set of question and criteria in this subsection. Program Manager must describe the requirements for demonstrating support].)

Section 1 Grant Program Information

1.01 Introduction and Program Description

The Department of Family and Community Services, Division of Office of Children's Services, is requesting proposals from eligible applicants to provide Family Support Services for the State of Alaska in FY2027 through FY2029. Program Services are authorized under 7 AAC 78 Grant Programs. Additional governing statutes are AS 47.17 Children in Need; AS 47.17 Child Protection; AS 47.05.010 Administration; Federal Title IV-B Subpart 2 Sec. 430 [42.U.S.C. 629](a); Adoptions and Safe Families Act (ASFA). State of Alaska statutes and regulations are accessible at the Department of Law Document Library or through the contact person identified on the cover page of this Request for Proposals (RFP).

Family Support Services programs work with families to increase protective factors in order to reduce the occurrence of child abuse and neglect. Through this solicitation, OCS will fund services in support of the Community Based Child Abuse Prevention (CBCAP) goals for service delivery.

1.02 Program Goals and Anticipated Outcomes

The proposed project must demonstrate a thorough understanding and support of the grant program goals and outcomes anticipated by the Department.

The goal of Family Support Services is to prevent the occurrence of child abuse and neglect, and to increase protective factors within a family.

- CBCAP prioritizes developing, operating, expanding, and enhancing community based and prevention focused programs and activities that are designed to strengthen families; Specifically, programs which are accessible, effective, culturally appropriate, which build upon existing strengths; and that demonstrate a commitment to involving parents in the planning and program implementation of projects funded under this title.
- This also includes the meaningful involvement of parents of children with disabilities, parents with disabilities, and members of underrepresented and undeserved groups.
- High priority is placed upon projects which provide referrals to early health and developmental services; and those which foster the development of a continuum of preventive services for children and families, including unaccompanied homeless youth and teen parents, through state and community-based collaborations and partnerships, both public and private.

Programs that understand risks and protective factors for children, families, and communities, will be better equipped to enhance the protective factors and minimize the risk factors.

Five Protective Factors are the foundation of the Strengthening Families Approach:

1. Parental resilience.
2. Social connections.
3. Concrete support in times of need.
4. Knowledge of parenting and child development.
5. Social and emotional competence of children.

Research confirms that when Protective Factors are well established in a family, the likelihood of child abuse and neglect diminishes. Research shows that these Protective Factors are also "promotive" factors that build family

strengths and a family environment that promotes optimal child and youth development.

The Strengthening Families Alaska training based on the Protective Factors Framework is offered throughout the year through the University of Alaska's Child Welfare Academy. Program staff will be required to complete this training within the first year of the contract if they haven't completed the course previously.

Family Support programs can be expected to produce a progression of outcomes beginning with short term outcomes (engagement and learning), that lead to intermediate outcomes (behavior change), which eventually result in long term outcomes (population wide impact such as reduced risk/incidence of child abuse and neglect). Any outcomes of service delivery should aim to increase the protective factors of families.

All grantees will be required to serve a minimum of 25 families per year.

Projects must meet or exceed anticipated minimum outcomes described in this RFP.

1.03 Program Services/Activities

1. Parent Education and Skill Building

Parent education and skill building can serve to increase all five protective factors, through building knowledge and skills and by providing a supportive environment where parents can create positive social connections, build resilience and become connected to concrete support in times of need. In addition to typical parenting skill topics such as discipline, a family centered approach recognizes the usefulness of a broader range of subjects for parents, including financial literacy, leadership skills, goal setting, self-esteem, stress reduction, systems navigation, traditional and cultural practices, and other skill-builders that promote resilience. Applicants must include a description of the parenting curricula which will be provided. If staff training is needed to implement parenting education, funds must be allocated and outlined in the proposed budget. Applicants will use the Protective Factors Survey which is provided as an attachment to the RFP. Proposals must describe their chosen parenting assessment instrument and the time frames for completing; who will conduct assessments; and how that information will be shared with the family.

2. Service Coordination and facilitated access to resources

Service Coordination and facilitated access to resources also serves to increase parental protective factors. This type of support is a process that assists families in identifying the array of services and resources (formal and informal) available; and facilitating and coordinating access to the services or resources which are needed or desired. Contractors will be expected to work with families to secure the resources and services needed to maintain family stability. This may include scheduling appointments, providing transportation to appointments, assistance with completing applications and gathering relevant qualifying documents, and other information. Services needed for a family may include but are not limited to; early childhood and disability services, medical services, education/employment services, housing assistance and behavioral health services. Each member of the family should be considered when coordinating services, with special attention given to young children aged from birth to three years. Services may occur in the home based on individualized assessment of need. Indicate any training or safety precautions in place for workers who are providing services in the home.

Applicants must describe methods they plan to use to facilitate access to resources. Methods may include childcare for parenting classes, incentives for attending classes, providing services in the family home, scheduling and facilitating team meetings, attending appointments with parents, providing public transportation tokens; taxi vouchers; community shuttle services and/or rides in an agency owned vehicle. Other methods could be asking

parents what will best help facilitate access to resources which they may need.

Proposals may include costs for leasing a vehicle for program activities. Applicants requesting funds to lease a vehicle to support program activities should include an estimate of the annual costs for leasing a vehicle and explore multiple leasing options. No funds for leasing a vehicle shared agency-wide or for vehicle purchase will be approved. Applicants will provide a specific cost breakdown in the submitted budget narrative, if proposing this use of funds.

Documentation: Proposals should describe how they will document activities related to the reporting of statistical and narrative quarterly reporting. To adequately meet the needs of the priority population served by this RFP, the majority of staff time is required to be spent providing direct services. Direct services are defined as either face-to-face, in-home contact with a client, parent education and mentoring; interactions while providing direct transportation to clients, facilitated contact with agencies or client contact by telephone.

Referral, Availability and Back-up: Applicants must explain the program referral process, and how they will demonstrate flexibility and the ability to provide services when they are most convenient for the family. If your agency has a crisis line or works extended hours, include this information in your proposal.

Applicant proposals must describe the ways in which the project aligns with program intent. The submitted project proposal will identify agency resources available to the project; describe project activities; and clearly state the project's anticipated goals, outputs, and outcomes.

Applicants must provide a timeline for the initiation of services and project activities. Applicants will also describe the time frame for staffing and training needs, when services will be able to start, and the proposed number of families to be served. The proposed timeline for project implementation must be both reasonable and compliant with program intent.

Applicants agree to comply with the following additional program requirements and service standards.

Program Philosophy: Services delivered through this program are anchored around the philosophy that services will be:

- Individualized and strength based.
- Demonstrative of cultural humility.
- Trauma informed.

Applicants must describe how providers of the proposed services will adhere to these philosophies through provision of services. If training or professional development provided is a part of adherence, that should also be outlined.

Applicants will upload a timeline for the initiation of services and project activities.

Applicant proposals must describe the ways in which the project aligns with program intent. The submitted project proposal will identify agency resources available to the project; describe project activities; and clearly state the project's anticipated goals, outputs, and outcomes.

Applicants agree to comply with the following additional program requirements and service standards.

1.04 Program Evaluation Requirements and Reporting

Results Based Budgeting Framework

Results based budgeting provides a framework in which allocated resources support, and are justified by, a set of outputs and expected results. Within this framework, actual performance and achieved outcomes are measured by objective performance measures.

Projects are required to align with program objectives expressing Department priorities and core services. Projects will use performance measures to evaluate progress toward meaningful outcomes, and to initiate data collection and reporting consistent with Department priorities.

The Department Priorities, Core Services, Objectives, and Performance Measures of Effectiveness and Efficiency for this program are:

Department Priorities

- 1 Health & Wellness Across the Life Span
- 3 Safe & Responsible Individuals, Families & Communities

Department Core Services

- 1.2 Provide Quality of Life in a Safe Living Environment for Alaskans
- 3.1 Strengthen Alaska Families
- 3.2 Protect Vulnerable Alaskans

Grant Reporting

Required reporting will include:

1. Cumulative Fiscal Reports recording overall grant and match expenditures by budget line; and
2. Program Reports in the format prescribed by the program.

1.05 Target Population and Service Area

Applicants must clearly describe the population targeted by the project, including the area or communities that will be served. Proposals will be evaluated for compatibility with the program's intended target population identified in this solicitation.

Target Population: The target population for the solicited services includes families with children who may need crisis stabilization to alleviate future risks to child and family safety. The identified priorities for services are as follows:

1. All families with children, ages birth to twelve years old who are self-referred or referred by community providers (such as hospitals, treatment facilities, schools, disability services, or OCS).
2. Expectant teen parents and young parents.
3. Families experiencing homelessness.
4. Families with either caregivers or children experiencing a disability.

Service Areas and Communities: The service areas and communities requested for the services solicited are statewide.

The department intends to award 4-5 agencies throughout the State of Alaska.

Awarding will be selected to separate communities of service delivery.

Award preference may be given to award one Family Support Services program per OCS region (ARO, SCRO, NRO, WRO & SERO). A breakdown of communities and which OCS region the community falls within can be found at: https://dfcs.alaska.gov/ocs/Pages/offices/default.aspx

Award Preference may be given to support the awarding of 2 rural communities.

1.06 Program Funding

Funds available for this program are anticipated to total $250,000 in Federal Community Based Child Abuse Prevention (CBCAP/CAPTAII) and $50,000 in General Funds each year, for a total of $900,000.00 over the three year duration.

Match Requirement: The budget must include matching funds equal to 10.00% of the proposed Department funds. Calculate required match with the following formula.

Total Requested Grant Award x Required Match Percentage = Required Match

Federal grant funds may not be used to match federal funds awarded through this grant program, and State grant funds may not be used to match State funds awarded through this grant program.

Eligible sources of matching funds include:

- Local Cash: local sources, including local tax receipts, municipal revenue sharing, cash donations
- Local In-Kind: donated items of value for which the applicant incurs no cost, including volunteer labor and donations of supplies, equipment, space
- Other Sources: government and non-government grant awards, third party receipts, direct receipts such as gaming or sales of goods
- Grant Income: earnings anticipated as a result of this project proposal receiving award, and Medicaid reimbursements if award of this grant is required for the applicant to bill Medicaid for awarded services
- Medicaid: includes Medicaid which is not Grant Income, as well as other third-party receipts

Proposed Budget: The applicant must submit a budget proposal for the first fiscal year of the project. The proposed budget detail and narrative, including required match, will support the program's results-based service delivery and staffing requirements stated in this RFP.

The department intends to award 4-5 agencies.

Agencies may propose/request a maximum award amount up to $75,000 per year, $225,000 over 3-year duration.

Separate communities of service will be selected for awarding.

Award preference may be given to award one Family Support Services program per OCS region (ARO, SCRO, NRO, WRO & SERO).

Award Preference **may be** given to support the awarding of 2 rural communities.

The proposed budget will be fully compliant with the limitations described in this RFP, and those detailed in 7 AAC 78.160 (Costs). Regulations are provided under the GEMS Documents tab.

Resources specific to budgeting are also available under the GEMS Documents tab. The Department's Grant Budget Preparation Guidelines provide information and guidance about budget lines, cost detail groupings, and narrative requirements. Grantee User Manual Part I provides detailed instructions for entering a budget proposal in the chapter "Responding to a Solicitation."

Other Agency Funding: Prior to submitting a proposal, applicants are required to list all other agency funding received and applied for. This task must be completed by an Agency Power User in the Other Funding section of the Agency Administration tab. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

Indirect Costs: If the proposed budget includes indirect costs, 7 AAC 78.160(p) requires a copy of the agency's current federally approved Indirect Cost Rate Agreement. The agreement is to be uploaded in the Agency Administration tab. Lapsed agreements can be used if uploaded with the negotiating federal agency's written approval to continue using the rate until a new agreement is negotiated. If an agency has never entered into a federally approved Indirect Cost Rate Agreement or no longer has a federally approved agreement in place, the recently updated Federal Uniform Guidance 2 CFR 200 now allows that agency to budget the 15% De Minimis.

Payment for Services/Grant Income: If applicable to the services proposed in response to this solicitation, awarded grantees will have a Medicaid Provider Number or apply to obtain one, and will make reasonable effort to bill all eligible services to Medicaid and any other available sources of payment before seeking grant support for delivery of the proposed services. Department funds are the payer of last resort.

In the applicant’s proposed budget, anticipated receipts and expenditures for all grant income must be evident in the detail and narrative. Fiscal reports for awarded income generating projects will include the receipts and expenditure of all grant income.

Section 2 Applicant Qualifications

2.01 Agency Experience

Proposal evaluation will include consideration of the applicant’s history of compliance with service and grant requirements, and previous experience in providing the same or similar services. Evaluation may include Department site reviews, program audits, and confirmation of the successful resolution of any findings. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

The applicant must describe previous experience providing services the same or similar to those proposed. The description must clearly identify the time period over which services were provided and the target population served.

2.02 Project Staffing

Project staffing must be sufficient to implement the proposed activities in order to meet program goals and the anticipated outcomes.

Resumes and position descriptions and professional credentials for key project personnel must be uploaded as part of the response. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

Direct services staff will attend a Strengthening Families Framework training during the first year of service provision. These trainings are made available regularly in the communities where services are requested in this RFP.

2.03 Administrative, Management, and Facility Requirements

The applicant must demonstrate the agency's sustainable fiscal and administrative capacity. Executive, administrative, and financial staff must be qualified, as indicated by the resumes of position holders uploaded as an element of the proposal. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

1. The applicant must ensure procedures are in place to protect client confidentiality compliant with State and federal standards.
2. The applicant must ensure its most recent financial audit was submitted to the appropriate state office (see Audit Requirements below), and any findings identified have been resolved.

Awarded proposers will be required to submit additional agency information if the agency GEMS record is not current.

Audit Requirements:

Federal Requirements: Agencies spending $750,000 or more total Federal Financial Assistance in the agency fiscal year may be required to comply with conditions of the Single Audit Act of 1984, P.L. 98-502, as amended by the Single Audit Act Amendments of 1996, P.L. 104-156, and as defined in 2 CFR 200.

State Requirements: Agencies spending $750,000 or more total State Financial Assistance in the agency fiscal year are required to comply with the conditions of 2 AAC 45.010-090. The current regulations may be viewed at the State of Alaska, Department of Law website, Department of Law Document Library, or copies may be obtained from the contact identified on the cover page of the RFP.

Information on State and Federal Single Audit Acts compliance may be obtained from:

State Single Audit Coordinator
Department of Administration
Division of Finance
PO Box 110204
Juneau, AK 99811-0204
Telephone: (907) 465-4666
Fax: (907) 465-2169

Department of Family and Community Services Program Audit Requirements: All DHSS grantees are subject to the requirements of 7 AAC 78.230. If awarded, agencies which are not required to file State Single Audits under 2 AAC 45.010 must ensure a fiscal audit of the agency operations under the grant program is performed by an independent, licensed, certified public accountant at least once every two years and submitted to:

State of Alaska Department of Health and Social Services
Finance and Management Services
Audit Section
PO Box 110602
Juneau, AK 99811-0602
Telephone: (907) 465-3120

Facility, Service Access, and Safety:

1. The applicant must address potential safety concerns for clients and staff in the management of services proposed in response to this RFP.
2. The applicant should describe client accessibility to services and the way in which that will enhance project success.
3. All applicants for Department grants should have a written plan for emergency response and recovery that provides for potential safety concerns and the safe evacuation of clients and staff. This plan is mandatory for agencies providing residential and/or critical care services as noted in the State Grant Assurances.

2.04 Support/Coordination of Services

Parent engagement is an overarching principle and approach for involving families in decisions about themselves, their children, services and their communities. It includes a wide array of activities such as:

- Direct relationships with service providers.
- Mutual support shared among parents.
- Advocacy by parents on behalf of their families.
- Decision making and advisory roles in agencies.
- Leadership in the community.

Research shows that when agencies work together there are all kinds of positive outcomes for the agencies, for their clients and the communities they serve. Applicants must demonstrate the proposed project has the necessary support and coordination for the successful delivery of services. The proposal must address the following:

1. Community; community support where services are proposed.
2. Involvement; plans for involvement of the public and parents in the planning and implementation process.
3. Partnership; partnerships and collaborations specific to the proposed project (either existing or planned)

Section 3 General Instructions for Proposal Submission

3.01 Eligibility

Applicants must be eligible to apply under 7 AAC 78.030 (Eligible Applicants). Eligible applicants are state agencies; political subdivisions of the state such as cities, organized boroughs, and Regional Educational Attendance Areas; nonprofit organizations and consortia of nonprofits; and Alaska Native entities. As follows, eligibility will be verified by Grants and Contracts.

1. Political subdivisions of the state and Regional Educational Attendance Areas will be verified by State records.
2. Eligible nonprofits are listed in the State's database of registered nonprofit entities or the US Internal Revenue Service's register of tax-exempt organizations. Nonprofit subsidiaries of nonprofit corporations must also provide a letter from the parent organization confirming nonprofit status.
3. Alaska Native entities as defined in 7 AAC 78.950(1) must submit, with the application, a legally binding resolution waiving the entity's sovereign immunity to suit through the duration of the program, identified in RFP Subsection 3.05. The resolution must be authorized in compliance with the tribe's constitution, either by the tribal council or by majority vote of the tribal membership. The required template is provided at Subsection 4.02, Other Technical Requirements.

Federal Funding Accountability and Transparency Act (FFATA): In accordance with 2 CFR Chapter 1, Part 170 Reporting Sub- Award And Executive Compensation Information, reporting is required of any grant award with federal funding equal to or greater than $30,000. FFATA is intended to hold the federal government accountable for spending decisions. Accountability data is available to the public at U.S. Government spending. Reporting

requirements extend to recipients of State-issued awards with federal funds. An Agency Power User must complete the FFATA form under Federal Reporting in the GEMS Agency Administration tab. The report data will reflect the audited figures of the agency's most recently completed fiscal year. The report captures expenses and executive compensation for your agency. More information regarding FFATA requirements can be found at Federal Funding Accountability and Transparency Act Subaward Reporting System.

Effective April 4th, 2022, the US Federal Government transitioned from the Dun & Bradstreet Data Universal Numbering System (DUNS) number to a System for Award Management (SAM) generated Unique Entity Identifier (UEI) alpha-numeric value for federal awards management. All grantees receiving awards with federal funds are required to have a UEI. More information regarding this transition can be found on the U.S. General Services Administration.

The Grants Electronic Management System (GEMS) has been updated to include fields for both the DUNS nine-digit number and the UEI twelve-digit alpha-numeric value under the General section of the Agency Administration tab. An Agency Power User must confirm the current UEI number is listed in GEMS. The DUNS number will continue to be displayed in GEMS until further notice.

Applicant agency GEMS records must contain the agency's current State of Alaska Business License number, and a current governing board roster which includes titles, contact information, and terms of office for each seat. The roster must include emergency contact information outside the applicant agency for one or more officers.

Grants and Contracts will verify neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving grant assistance from any State or federal department or agency. If an agency or its principals are excluded from receiving grant assistance, the proposal may not be considered.

If this grant program includes Federal funding, effective November 12, 2020 Federal Uniform Guidance 2 CFR 200 requires that agencies be registered on the System for Award Management (SAM) website at System for Award Management (SAM). If an applicant is recommended for award and is not registered on this site, the offered award will not be executed, and funds will not be issued until agency registration is confirmed.

Applicants who have had a contract or grant to help produce this RFP are not eligible to apply and any submitted proposal will not be considered.

3.02 Acceptance of Terms

By submitting a proposal, an applicant accepts all terms and conditions of this RFP including all identified attachments and guidelines, 7 AAC 78, and any other applicable statutes and regulations. Copies of these may be accessed through the contact person identified on the cover page or through the web address(es) identified in this RFP.

If a grant is awarded, this RFP and the applicant’s proposal become part of the grant agreement. The applicant will be bound by the provisions contained in the awarded proposal unless the Department agrees that specific parts of the proposal are not part of the agreement.

Proposals and other materials submitted in response to this RFP become the property of the State and may be returned only if the State allows. Proposals are public documents and may be inspected or copied by anyone after grants have been awarded.

3.03 Inquiries

Applicants should immediately review this RFP for defects and questionable or confusing content. Questions that can be answered by directing the applicant to a specific section in the RFP may be answered verbally by the contact person identified on the RFP cover page. Questions that cannot be answered by directing an applicant to a specific section of the RFP may be declared substantive. The applicant will be directed to submit the question in writing to the contact person at the email address on the cover page no later than the Deadline for Written Inquiries, also identified on the cover page. This will allow issuance of any necessary amendments and/or clarifications to all prospective applicants.

Applicants are responsible for monitoring GEMS or the State's Online Public Notices website (Online Public Notices) for any clarifications or amendments that may be issued regarding this solicitation.

Proposals will not be accepted after 3:59 PM prevailing local time on the due date identified on the cover page.

3.04 Proposal Costs and Content

The Department will not be responsible for any expenses incurred by the applicant prior to the authorized grant performance period. All costs of responding to this RFP are the responsibility of the applicant.

The applicant is responsible for the content of the proposal.

3.05 Duration

This RFP is for a three-year period, beginning 7/1/2026 through 6/30/2029. At the discretion of the Department, a project funded under this RFP may be considered for continued funding in subsequent program year(s). The annual decision to continue funding for the subsequent year(s) of the three-year grant cycle is based on the following general conditions:

1. the Department's judgment that there is a continued need for the grant project service;
2. the grantee's satisfactory performance during the previous grant year;
3. the availability of sufficient grant program funds, and whether continuation of the financing is consistent with public health and welfare; and
4. the ability of the grantee and the Department to agree on any adjustments in payments or service.

Applicants will submit a budget proposal for year one of the grant only. Funding in each subsequent year will require submission and approval of documents needed to update service plans, evaluation measures, and budgets. Grants and Contracts will notify grantees of specific submission requirements necessary to qualify for consideration of continued funding.

This RFP is for fiscal year FY2027, 7/1/2026 through 6/30/2029.

3.06 Proposal Review

Following the deadline for receipt of proposals, no revisions will be accepted unless provided in response to a request from the contact person named in this RFP. Proposals will be reviewed as follows:

1. Proposals will be evaluated in a manner that will avoid disclosure of contents before notices of grant award have been issued.
2. Department of Family and Community Services staff will evaluate each proposal for minimum responsiveness and other technical requirements and eliminate nonresponsive proposals from consideration.
3. Using the criteria set out in this RFP and 7 AAC 78.100 (Criteria for Review of Proposals), Department staff will evaluate each responsive proposal. **Scores for each criterion will be based solely on the response to the associated question. Points will not be earned if the information was provided in response to another question in Section 4**. Department staff will also review relevant departmental documentation regarding the applicant. Staff recommendations regarding awards and levels of funding will include consideration of the following:
    i. a history of the applicant's compliance with grant requirements, to include records of program performance, on-site program reviews, and prior year audits;
    ii. priorities in applicable State health and social services plans;
    iii. requirements of applicable State and federal statutes; and
    iv. municipal ordinances or regulations applicable to the grant program.

If there are multiple responsive proposals for which there is insufficient money to fully fund, or supplementary expertise is deemed necessary to the review of proposed services, the Department may appoint a Proposal Evaluation Committee (PEC) as an additional advisory body. PEC members will initially evaluate proposals, independently of other committee members. As a committee the PEC will meet in a **closed session** (7 AAC 78.090 Review of Proposals) to further review proposals and develop recommendations. Scores will be assigned based on the applicant's response to each individual question and the associated criteria. **Applicants will not earn points for a given question based on a response to another question in the RFP**. The PEC review will include discussion of each proposal's merits. PEC recommendations will rank proposals in priority order and include approval or disapproval for award, modifications to the proposed project, and special compliance conditions.

All staff advisory recommendations and, if applicable, those of the PEC, and all review materials will be submitted for consideration by the Division Director, who will make recommendations to the Commissioner of the Department of Family and Community Services or the Commissioner's designee.

3.07 Final Decision Authority

Recommendations are advisory only, including those from any PEC that may be held. The final decision to approve or disapprove award, the amount of each award, and whether to impose special conditions or modifications rests with the Commissioner or Commissioner's designee.

NOTE: The final decision may include additional considerations, such as a lack or duplication of services in certain locations, or alternative services that may be available; a critical need for services by vulnerable populations; and matters of health, life and safety. The Department has the responsibility to ensure public monies are utilized in a manner that protects the interests of the people of the State and retains the right to make final awards that ensure responsible distribution of grant funds.

3.08 Notification of Grant Award and Appeals

Within fifteen (15) days after the decision regarding grant awards, applicants will be notified of the final funding decisions, and, if awarded, any conditions of award or modifications. Following any necessary negotiations for revisions to the proposed budget and scope of services, successful applicants will be issued a grant agreement. This

formal agreement will contain specific performance and reporting requirements consistent with Department policy and procedure and 7 AAC 78.

Per 7 AAC 78.305 (Request for Appeal), an applicant may appeal a final grant award decision. Requests for hearing must be addressed to the Commissioner and received in writing at the address below within 15 days after the applicant receives notification of the decision. The request must contain the reasons for the appeal and must cite the law, regulation, or terms of the grant upon which the appeal is based.

With a copy to the contact identified on the solicitation cover page, send appeal to:

Tracy Dompeling, Acting Commissioner

Department of Family and Community Services

PO Box 112650

Juneau, AK 99811-2650

3.09 Cancellation of the RFP/Termination of Award

Contingent upon funding appropriations and the Governor's approval, the Department may fund proposals from eligible applicants. The Department may withdraw this RFP at any time and reserves the right to refrain from making an award when such action is deemed to be in the best interest of the State. Funds awarded for a grant as a result of this RFP may be withheld and the grant terminated by written notice from the State to the grantee at any time for violation by the grantee of any terms or conditions of the grant award, or when such action is deemed to be in the best interest of the State.

Section 4 Submission Requirements/Evaluation Criteria

4.01 Minimum Responsiveness Criterion per 78.100(2)(A)

Proposals that fail to meet the minimum responsiveness requirements below will be eliminated from consideration per 7 AAC 78.090(b)(2).

1 Applicant is eligible per 7 AAC 78.030.

Evaluation/Review Criteria		Review	Points
a	Applicant is eligible per Alaska Administrative Code 7 AAC 78.030.	☑	

4.02 Other Technical Requirements per 7 AAC 78.060, 78.090(b) and 78.100

Response & Organizational Documentation

1 If applying as a non-profit organization, confirm non-profit status is documented.

Evaluation/Review Criteria	Review	Points

a	The agency is listed as a non-profit in good standing on the State's corporation database, confirmed at State Corporation Database and/or	☑	
b	The agency's current 501(c)(3) status is confirmed on the Exempt Organizations page, accessible at IRS Tax Exempt Organization Search.	☑	
c	If a non-profit subsidiary of a non-profit corporation, a verifying letter from the parent non-profit agency is uploaded to the applicant's agency GEMS record (under General in the Agency Administration tab). The parent corporation must meet criteria a and/or b.	☑	

2 If applying as a Federally recognized tribal entity, upload the signed Resolution for Tribal Entities using the template provided below. Confirm the following criteria are met.

Evaluation/Review Criteria		**Review**	**Points**
a	The applicant is a recognized Alaska Native entity as verified by the Federal Register at Federal Register. If a tribal consortium, all members are recognized Alaska Native entities.	☑	
b	A Resolution, completed on the provided form, is uploaded in the space provided. If a tribal consortium, a Resolution from each member tribe is uploaded as a single file.	☑	

3 If applying as a government entity, confirm the following criterion is met.

Evaluation/Review Criteria		**Review**	**Points**
a	The applicant is another State Agency, such as the University; a political subdivision such as a city or municipality, verified at Local Boundary Commission ; or an REAA under AS 14.08.031 verified at Department of Education Alaska School Map.	☑	

4 Confirm neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving grant assistance from any State or federal department or agency. If an agency or its principals are excluded from receiving grant assistance, the proposal may not be considered.

Evaluation/Review Criteria		**Review**	**Points**
a	The applicant agency nor its principals are barred from receiving federal assistance as verified in the federal System for Awards Management at System for Award Management (SAM).	☑	

5 Electronically sign the State Grant Assurances form.

Evaluation/Review Criteria		Review	Points
a	State Grant Assurances form is signed by an individual authorized to enter into legal agreements on behalf of the applicant agency.	☑	

6 This program receives federal funds. Confirm the following criteria are met.

Evaluation/Review Criteria		Review	Points
a	The Federal Assurance and Certification form is electronically signed by an individual authorized to enter into legal agreements on behalf of the applicant.	☑	
b	The applicant agency GEMS record, under General in the Agency Administration tab, contains the agency's DUNS number.	☑	
c	The required Federal Funding Accountability and Transparency Act (FFATA) information, located under the Federal Reporting section of the Agency Administration tab, has been provided for the agency's most recently completed fiscal year. This task can only be completed by an Agency Power User.	☑	

7 Confirm the following information is provided at the Agency Administration tab. These tasks must be completed by a Power User. If the information is found to be incomplete or not current, there may be delay in execution of any offered award.

Evaluation/Review Criteria		Review	Points
a	The General section contains a current governing board roster. The roster includes terms of each seat and contact information outside the applicant agency for one or more officers.	☑	
b	The Other Funding section contains a record for each source of agency operating funds. The record includes funds applied for under this solicitation. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.	☑	
c	The General section contains a State of Alaska business license number, verified at Alaska Business Licenses Search.	☑	

d	All agency contact records are up to date, including Head of Agency, Primary Contact, and Head of Financial Operations.	☑	
e	The applicant's agency record contains the Agency Fiscal Year Start Date.	☑	
f	The applicant's agency GEMS record contains a current Federally Negotiated Indirect Cost Rate Agreement. If lapsed, the agreement is uploaded with written confirmation from the negotiating agency that the rate is valid until a new agreement is approved.	☑	

4.03 History of Compliance with Grant Requirements per 7 AAC 78.100(2)(B)

1 Previous recipients of grant awards will confirm the following criteria pertaining to past performance and compliance are met. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200. All other applicants will mark Complete without confirming.

Evaluation/Review Criteria		Review	Points
a	Fiscal, narrative, and data reporting in prior years has been complete and timely.	☑	
b	Required State and Federal Single Audits have been submitted, verified at Division of Finance, State Single Audit. Any prior year audit exceptions have been resolved, verified by the Finance and Management Services Audit Section contact identified at Finance and Management Services Audit Contact.	☑	
c	Activities in prior year(s) demonstrate effective delivery of services. The departmental review may include documentation such as performance reports, audit reports, grant records, site visits, etc.	☑	
d	Agency historically maintains required standards. Verification may include, though is not limited to, quality assurance reviews, licensing, and certifications.	☑	
e	If a site visit was conducted at the agency for any Department of Health Grant Programs within the past three years, please identify in the application response, the date of the visit and if there were findings. If there were findings, please identify what the findings were.	☑	

4.04 Questions and Criteria Related to Program Policy, Goals, Outcomes, and Activities

1 Describe the proposed project in the text box below, identifying the ways in which it will achieve the program goals and anticipated outcomes stated in this RFP.

Evaluation/Review Criteria		Review	Points
a	The description demonstrates a thorough understanding of program goals and outcomes, and clearly identifies the ways in which they will be achieved.	☐	100

2 In the text box below, describe the ways in which the project aligns with program intent. Outline how parent education and skill building, service coordination and facilitated access to resources will be achieved. The response will identify project resources, activities, and clearly state the project's anticipated goals, outputs, and outcomes. In the upload field below, provide the project's completed logic model that supports the narrative in the applicant's text response.

Evaluation/Review Criteria		Review	Points
a	The described activities are well developed, reasonable and supportive of program intent.	☐	100
b	The response includes an adequate description of the chosen parenting curricula.	☐	60
c	The response adequately describes the parenting assessment tool, and details how it will be used.	☐	60
d	The response describes specific methods to be used to facilitate access to resources.	☐	60
e	The response explains the program referral process, and identifies how project will demonstrate flexibility and the ability to provide services to families when they are most convenient.	☐	60
f	The response identifies project resources, activities, and clearly states the project's anticipated goals, outputs, and outcomes.	☐	60

3 Provide the timeline for the initiation of services and implementation of project activities in the upload field below.

Evaluation/Review Criteria	Review	Points

a	The timeline proposed for initiation of services and project activities is compatible with program intent.	☐	60

5 In the text box below, describe the project evaluation plan, including indicators and data gathering strategies that will be implemented to address the program's performance measures identified in Subsection 1.04.

Evaluation/Review Criteria		Review	Points
a	The proposed evaluation plan includes indicators and data gathering strategies aligned with the program performance measures identified in Subsection 1.04.	☐	80

6 In the text box below, describe the target population and service area(s) of the proposed project.

Evaluation/Review Criteria		Review	Points
a	The description clearly identifies the proposed target population and service area and meets the intent of the services solicited.	☐	80

7 Provide the proposed budget for the first year of the project. Include detail and supporting narrative as shown in the provided Grant Budget Preparation Guidelines (Documents tab). Confirm the following criteria are met.

Evaluation/Review Criteria		Review	Points
a	The budget narrative is complete and mutually consistent with the budget detail.	☑	
b	Cost line items are allowable under 7 AAC 78.160 and are compliant with stated program requirements.	☑	
c	Travel costs are consistent with 7 AAC 78.160(h) and (i), and with any program requirements or limitations identified in the solicitation.	☑	
d	Equipment costs and subcontract costs are allowed by the program and consistent with 7 AAC 78.280.	☑	
e	Indirect costs are fully compliant with rates and exemptions of the agency's current Federally Negotiated Indirect Cost Rate Agreement, uploaded in the General section of the Agency Administration tab.	☑	

f	The budget supports the proposed project and program intent, and the project appears achievable with demonstrated resources.	☐	80
g	Costs are reasonable and substantiated in the narrative.	☐	40
h	The proposed budget narrative clearly describes any necessary allocation of resources among target populations or service areas.	☐	40
i	Proposed sources of Required Match are identified in the budget narrative as well as in the Matching Fund Source table located near the beginning of the application. All proposed sources of matching funds are eligible, and the level of match is met.	☑	

4.05 Applicant Qualifications - Criteria Relating to Personnel, Management, and Facilities

1 ***In the text box below, describe the agency's previous experience in providing services the same as, or similar to, those proposed. Clearly identify the time period over which services were provided and the population served. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.***

Evaluation/Review Criteria		Review	Points
a	The applicant's previous experience providing the same or similar services demonstrates the resources and capacity needed to provide the solicited program services. Note: the review by department staff will also include documentation such as prior year performance reports, audit reports, site visits, etc. as noted in Subsection 4.03.	☐	60
b	Agency has the financial strength and capacity to manage grants and verifies that is has the capacity to implement funds if received.	☑	

2 ***In the text box below, describe the proposed project's program and administrative staffing needs. Scan the following documents as a single file and upload in the space provided below: 1) Position descriptions for key project positions 2) Resumes and professional credentials for position holders 3) Resumes of administrative staff providing supervision, fiscal, reporting, and management needs. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.***

Evaluation/Review Criteria		Review	Points
a	Staff providing services are qualified and competent as demonstrated by the uploaded position descriptions, resumes, and professional credentials.	☐	120

b	Staffing levels are sufficient to support the requirements of the proposed project and compliant with all identified program mandates.	☐	80
c	Position descriptions support the intent of the RFP and the project proposed.	☐	60
d	Administrative staff is qualified as demonstrated by the resumes provided.	☐	80
e	Administrative capacity demonstrates capability to meet management and reporting needs.	☐	80
f	Agency has indicated in the narrative proposal what the overall agency staff turnover rate has been during the past two years.	☑	

3 In the text box below, describe the procedures that will be used to protect client confidentiality.

Evaluation/Review Criteria		**Review**	**Points**
a	The applicant's description identifies the procedures necessary to protect client confidentiality compliant with State and Federal standards.	☐	100

4 In the text box below, describe the service delivery facilities and locations and the ways in which access to services will enhance project success.

Evaluation/Review Criteria		**Review**	**Points**
a	The facilities described are safe and appropriate to the purpose of the program.	☐	60
b	Access to the locations will enhance delivery of services to the targeted populations.	☐	60

4.06 Demonstration of Support/Coordination of Service

1 In the upload field below, provide a single-file scan of documented community support for the proposed project.

Evaluation/Review Criteria		**Review**	**Points**
a	Appropriate documentation of support is provided from each community in which the applicant proposes to provide services.	☐	60

2 In the text box below, describe the ways in which the project planning process involved the public and potential service recipients.

Evaluation/Review Criteria		Review	Points
a	The applicant's description demonstrates the involvement of the public and potential recipients of services in planning the project proposed.	☐	40

3 In the text box below, describe partnerships or collaborations necessary to the proposed project. In the upload field below, provide a single-file scan documenting existing partnerships and collaborations specific to the proposed project.

Evaluation/Review Criteria		Review	Points
a	Partnerships and collaborations necessary for the effective delivery of services are well described. Evidence specific to the proposed project is provided.	☐	60