



REQUEST FOR APPLICATION (RFA)

Domestic Violence Emergency Response Pilot (BSK)

RFA Release Date: **June 25, 2024**

Due Date: **August 13, 2024 by 2:00 p.m.**

RFA Lead: **Phillip Thompson, phithompson@kingcounty.gov**

Funding: **Up to \$406,000.00**

[Submitting an Application](#) Applications are hereby solicited and will be received using the link below through ZoomGrants no later than 2:00 p.m. on the due date noted above. The services procured through this RFA shall be provided in accordance with the following and the attached instructions, requirements and specifications. Applicants are responsible for regularly checking ZoomGrants for any updates, clarifications or amendments to this RFA.

Submit Applications through ZoomGrants at:

https://www.zoomgrants.com/zgf/King_County,_WA/Domestic_Violence_Emergency_Response_Pilot

TABLE OF CONTENTS

Contents	
Introduction	3
Equity and Social Justice	4
1. RFA Overview.....	4
Program Purpose Statement	4
Background	6
The Request.....	8
2. Eligibility.....	11
3. Available Funding	11
Funding Opportunity.....	12
Funding Priorities	12
4. RFA Process.....	13
Timeline	13
Questions	14
Information Session	14
Communication	15
5. Application Process.....	15
6. Application Assistance.....	16
7. Selection Process.....	17
Rating Criteria	17
Review Process.....	19
Selection Process.....	19
Funding Allocation and Contract Negotiations	20
8. Glossary of Terms	20
9. RFA and Contract Terms	22
RFA Terms	22
BContract Terms	23
• List of Attachments	26

Introduction

Best Starts for Kids (Best Starts) Public Health-Seattle & King County (PHSKC) is pleased to release this Request for Application (RFA) for the Prenatal to Five (P-5) Investing Early area of investment. This RFA seeks to enhance the system connections and cross-sector collaboration between relationship-based programs serving families from pregnancy through early childhood with domestic violence advocacy programs. Specifically, this RFA aims to pilot a collaborative approach to connect currently funded Home-Based Services (HBS) and Community-Based Parenting Supports (CBPS) programming with domestic violence advocacy.

Best Starts is King County's community-driven initiative to support every baby born and child raised in King County to be happy, healthy, safe, and thriving. Initially approved by voters in 2015 and in place since 2016, Best Starts invests in comprehensive supports for children, youth, young adults, and families and caregivers, catalyzing strong starts in early childhood, and sustaining those gains as children progress to adulthood. Best Starts was renewed by voters in August 2021. Implementation of Best Starts is guided by the Best Starts Implementation Plan, approved by the King County Council in November 2021 for Levy 2022-27.

“P-5 Partner Programs” refers to a subset of currently funded Best Starts Home-Based Services and Community-Based Parenting Supports partner programs. These programs serve diverse communities across King County by providing programming to pregnant people and families with children from birth through age five.

This RFA is soliciting submissions to contract with King County to implement a Pilot project with a goal of improving supports for pregnant people and families with children who are aged birth to 5 experiencing or at risk of experiencing domestic violence. The awarded applicant(s) from this RFA will be responsible for:

- **Direct family supports:** Providing survivor-centered, domestic violence advocacy supports to P-5 Partner Program families.
- **System development:** Engaging in systems-building activities to build cross-sectional relationships and referrals between domestic violence response services and P-5 Partner Programs¹, in partnership with PHSKC; and
- **Evaluation and refinement:** Participating in ongoing evaluation activities and continuous quality improvement process refinement to identify opportunities, strengths, and next steps for improved cross-sector collaboration, as well as post-Pilot reflective evaluation activities to bring forward recommendations and lessons learned.

This Pilot aims to connect the P-5 Partner Programs with immediate resources and support, and intentionally bring forward lessons learned to improve cross-sector collaboration in future planning. This Pilot grew out of feedback from providers and system partners across Best Starts' P-5 strategies, particularly Home-Based Services (HBS) and Community-Based Parenting Supports (CBPS). The Pilot was developed and designed by P-5 providers, domestic violence response

¹ This project will only include a subset of Best Starts Prenatal to Five providers/programs. We will bring onboard organizations that have a significant number of families who are at risk of or experiencing domestic and sexual violence and overlap with the target population of the awarded agency.

providers, and systems partners who support Best Starts' P-5 families experiencing or at risk of experiencing domestic violence.

Over the course of three years, the awarded applicant will serve as the Pilot Administrator to engage in a three-phase process:

- Phase 1: Pilot Development
- Phase 2: Pilot Implementation, including Launch & Continuous Quality Improvement
- Phase 3: Post-pilot Evaluation.

Equity and Social Justice

For many in our region, King County is a great place to live, learn, work and play. Yet we have deep and persistent inequities - especially by race and place - that in many cases are getting worse and threaten our collective prosperity. In 2020 Executive Constantine [Racism as a Public Health Crisis in King County - King County, Washington](#) and set forth policy priorities to bolster King County's commitment to being intentionally anti-racist and accountable to Black and Indigenous people and people of color. Equity and Social Justice (ESJ) is an integrated part of the County's work and foundational to the work of Best Starts. Our goal is to ensure that all people, regardless of who they are and where they live, have the opportunity to thrive, with full and equal access to opportunities, power, and resources.

For all Best Starts-funded programs, we seek to support community-led and community-informed organizations that are reflective of and embedded in the communities they serve across all aspects of their leadership and service. We further seek to support organizations that recognize and address the disparities that exist in our communities, particularly agencies that serve low-income families, families of color, immigrant, and refugee families, LGBTQ families, families with disabilities, families with foster children, and those geographically isolated – furthering Best Starts' commitment to equity.

Applicants may be asked to demonstrate an understanding and a commitment to the principles of equity and social justice as shown through their staffing and their board, services tailored to community need and commitment to social justice and continuous improvement. One aspect of this work includes understanding – at both a program and system level – structural and institutional racism as it plays out for individuals served through Best Starts-funded services, and the disparate impacts on individuals' collective experiences and outcomes compared to the population as a whole.

1. RFA Overview

A. Program Purpose Statement

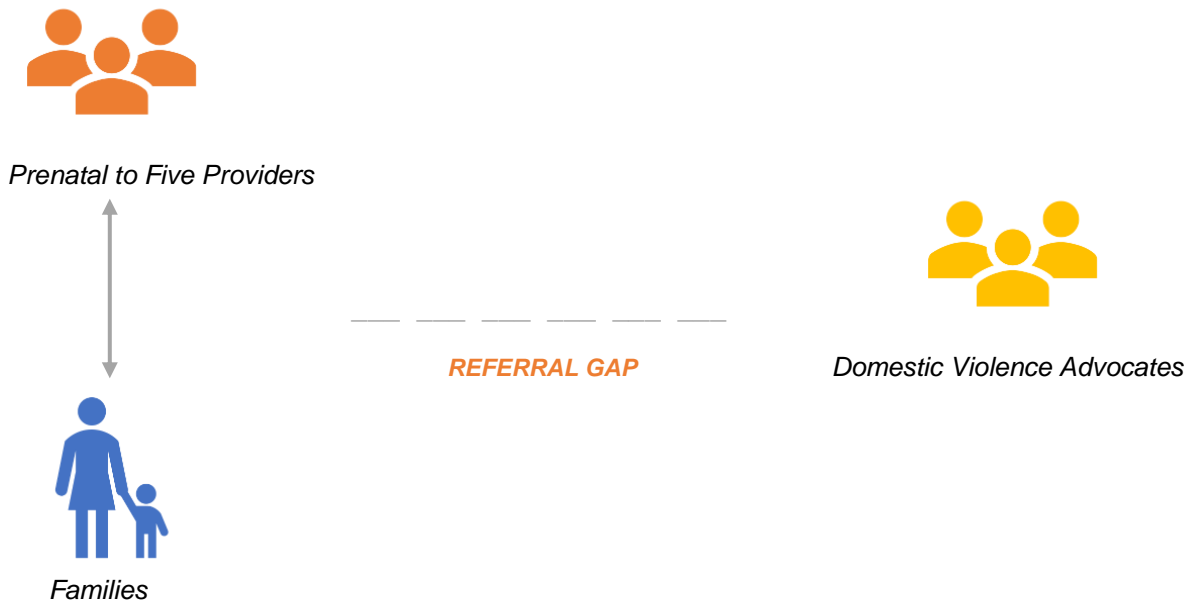
At Best Starts for Kids, we want to see babies born healthy, kids thrive, and young people grow up to be happy, healthy, and successful adults. We invest in the early years to make our vision a reality. Best Starts' P-5 team supports pregnant and parenting families, infants, very young children, and caregivers during the critical first five years of life with a robust system of support services and resources that meet families where they are— at home, in the community, childcare and wherever else children are cared for. P-5 Partner Programs use relationship-based services and ongoing support to improve health outcomes, deliver information, build social support, and link families with needed community resources.

P-5 Partner Programs take a strengths-based, family-led approach that is designed to individualize supports building upon the agency, unique strengths and needs of each participant. The ongoing, relationship-based nature of services offers an opportunity for trust building, mutual understanding, and space for warm referrals to supportive services. Services in the places that families live also provides unique insight into the environmental and contextual factors affecting each family, including their health, wellbeing, and safety.

Across King County, we are seeing more families experiencing domestic violence. Since 2020, domestic violence emergency department visit rates increased by 48%². P-5 Partner Programs are trusted providers, so when domestic violence or the risk of domestic violence occurs within a family relationship, our prenatal-to-five providers are often witnesses to the effects, confided in for support, and a critical tool in connecting families to services. P-5 Partner Programs refer families to domestic violence advocates; however, our families are often lost in the referral process between the prenatal-to-five services and domestic violence response. Families get lost in this process due to systems challenges such as complicated administrative processes and limited resources available. The lack of support further exacerbates the inherent components of experiencing domestic violence: increased isolation, self-doubt, lack of resources, and lack of control.³

This RFA aims to enhance cross-collaboration between P-5 Partner Programs and domestic violence advocates, as well as get concrete support and resources to families impacted by domestic violence.

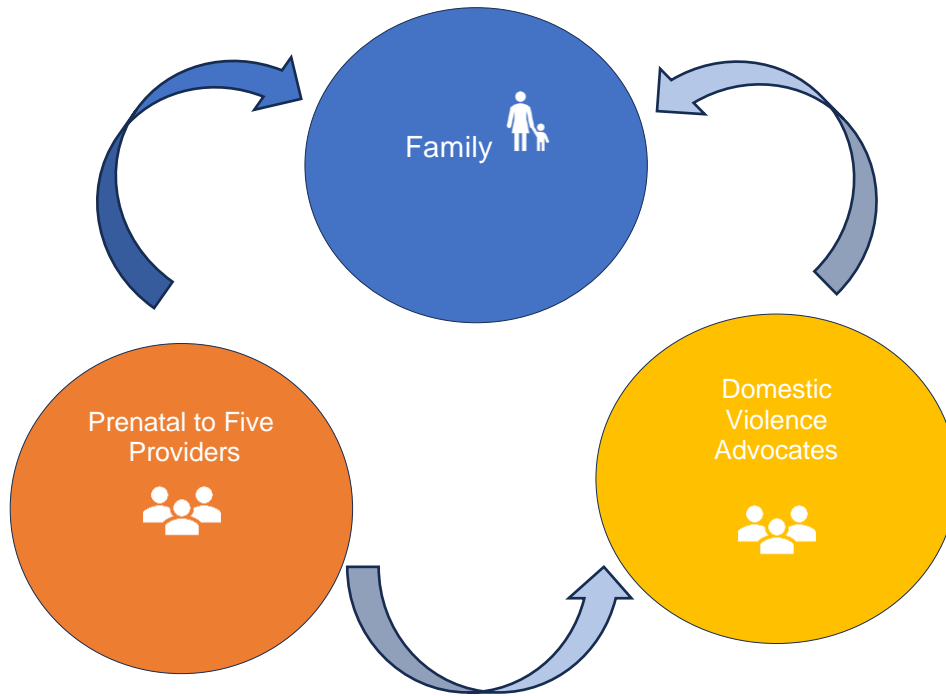
Here is a visual representation of the current situation families experience:



Through this pilot, we aim to change the landscape to this situation:

² King County. (2024). King County Community Health Needs Assessment 2024/2025. [\[LINK\]](#)

³ Duluth Model, Power and Control Wheel. Domestic Abuse Intervention Programs. Wheels - Domestic Abuse Intervention Programs. [\[LINK\]](#)



This Pilot aims to connect the service sectors with immediate resources and support, and intentionally bring forward lessons learned to improve cross-sector collaboration in future planning.

B. Background

Robust, survivor-centered advocacy is an important part of the framework of support available to survivors of domestic and sexual violence in our region. People experiencing domestic and sexual violence are best served by advocates who are trained in and familiar with providing the most current and effective practices and resources.

P-5 Partner Programs and domestic violence response services provide significant opportunities for cross-referrals and collaboration due to the relationship-based nature of the work. This RFA aims to enhance the system that connects the service sectors and grow the embedded structural supports. This Pilot builds upon the lessons learned from the mobile advocacy framework⁴ and the Washington State Coalition Against Domestic Violence’s Domestic Violence Housing First Pilot.⁵

This Pilot utilizes an advocacy approach that is survivor-driven and trauma-informed to support survivors to rebuild control over their lives. Survivors lead the process, choose their own goals, and define what is most safe for them. This is not a crisis response but rather a mid- to long-term support designed to follow families at risk of or experiencing domestic violence across a wide range of needs.

Essential components of this Pilot’s **approach** to building systems and supporting families experiencing or at risk of domestic violence include:

- **Survivor-centered:** Participant survivors should lead the process, choose their own goals and define what safety means to them. Qualities of survivor-centered advocacy include:

⁴ Nicole Allen, et al, “Exploring the Core Service Delivery Process of an Evidence-Based Community Advocacy Program for Women with Abusive Partners,” *Journal of Community Psychology* 41, no. 1 (2013): 1-18, [LINK](#)

⁵ To learn more about the WSCADV DV Housing First Pilot see: [LINK](#)

- Working in partnership with survivors to rebuild control over their lives.
 - Advocates respect survivors' decisions, offering options—not opinions or mandates—and build off the strengths of each survivor.
 - Advocates take the approach of, “what do you need?” instead of “these are the services we can offer you.”
 - System collaborations center survivors throughout the process
- **Flexible supports** that “meet” survivors where they are. For this RFA, we are utilizing the framework of relationship-based services which occur “in the spaces where they live⁶” to support families in partnership.
 - at the location(s) of the survivor’s choice
 - addressing diverse needs, across multiple systems
 - through transitions, challenges, opportunities, and systems barriers
- **Confidentiality:** Confidentiality is an essential component of this support. This is a well-established tenet of the anti-violence field with clear guidelines and parameters. For more information about the Washington State confidentiality and privilege requirements see:
 - [Confidentiality – Washington State Coalition Against Domestic Violence \(WSCADV\)](#)
 - [Confidentiality & Privilege \(wcsap.org\)](#)
- **Flexible financial assistance:** Refers to short-term funds used to address key needs and financial barriers identified by survivors receiving advocacy services. Examples include, but are not limited to⁷
 - **Transportation:** transit card, driving lessons, fuel, car repair, tickets to relocate, ride costs
 - **Childcare:** childcare expenses
 - **Employment:** work permits, education, training programs, or certifications
 - **Housing assistance:** rental applications, rental assistance, rental deposits, utility assistance, set-up fees or costs, renters’ insurance, temporary housing, relocation costs support
 - **Medical needs:** medication, clinical or therapeutic service costs
 - **Debt relief:** back rent, credit card payments, parking tickets
 - **Legal:** court fees, documentation costs
 - **Food:** groceries, immediate meals
 - **Emergency Cash:** for immediate needs such a purchasing food, toiletries/hygiene items, clothing, or other essentials
 - **Communication services:** funds to maintain communication services, such as paying phone bills and providing prepaid phone cards.
 - **Safety Planning and Security measures/Planning:** tools for financial independence, changing locks or keys, alarms, cell phones, financial or health literacy, etc.
 - **Wellness:** health care, self-care, physical – emotional – mental support, other needs identified as supporting survivors’ ability to create safe, healthy, and stable lives.

⁶ We aim to support families in any environment they live in (i.e., their home, a friend’s home, a family member’s home, etc.).

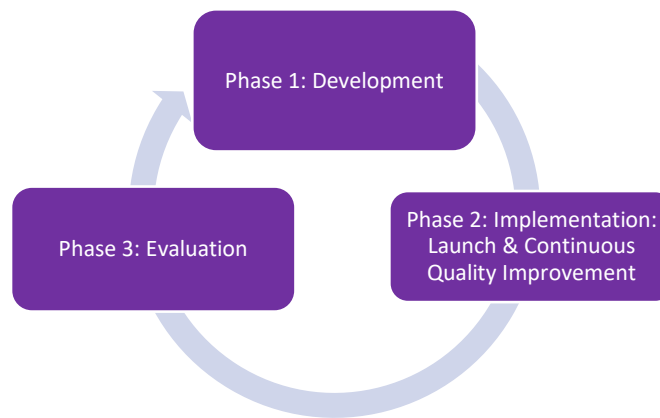
⁷ List compiled by Emergency Supports Vision Workgroup, including data drawn from “Domestic Violence Housing First: King County Region Flexible Financial Assistance Results August 2016—July 2018,” The Washington State Coalition Against Domestic Violence, 2018, [LINK](#)

C. The Request

This RFA aims to identify and select a single awarded applicant to serve as Pilot Administrator and support the Pilot's implementation as described below. Due to the nature of participating in a Pilot implementation and evaluation process, the implementation and processes will be continuously evaluated in partnership with Best Starts staff. Utilizing continuous quality improvement methods, the scope may be adjusted or realigned to better support the intended priority populations. Best Starts supports have been embedded throughout this Pilot project to collaborate on processes, structures, and continuous quality improvement efforts. We anticipate that the first year of Pilot implementation may include additional hours of refinement.

This Pilot aims to connect families experiencing domestic violence with concrete support, establish cross-sector collaboration between the two service sectors (P-5 Partner Programs and DV service providers), and create a pathway for warm referrals. Through this RFA, we aim to identify and select an awarded applicant as the Pilot Administrator, and the Pilot Administrator will implement the project as described below. We strive to find an applicant who has at least three years of experience providing domestic violence advocacy services to families at risk of or experiencing domestic violence.

The pilot is divided into three stages: (1) Pilot Development, (2) Pilot Implementation: Launch & Continuous Quality Improvement, and (3) Post-Pilot Evaluation.



Pilot Development: During this phase, the Pilot Administrator will work with our Innovation Supports Team. Our Innovation Supports Team will utilize the [IDEAS Impact Framework™](#) to help the Pilot Administrator design and develop the Pilot program.

Pilot Implementation – Launch & Continuous Quality Improvement: In this phase, the Pilot Administrator will launch the program including direct family supports and system development, continuously reflect on what is working and what is not, pivot, and adapt/adjust or realign the Pilot to support the intended priority populations better.

Post-Pilot Evaluation: This Pilot will be vital in helping Best Starts learn and reflect on the best way to serve families who are experiencing or at risk of experiencing domestic violence. Best Starts Prenatal to Five Program Managers and Innovation Supports team will collaborate with the

Pilot Administrator to develop evaluation measurements, develop evaluation tools, engage in continuous quality improvement efforts, and develop evaluation reports.

1. Scope of Work

The selected applicant will develop and operate a Pilot project to improve connection between systems of domestic violence response and P-5 Partner Programs. Core components of the Pilot project may include, but are not limited to the below Pilot Scope of Work and Phasing Table:

Pilot Scope of Work and Phasing Table	
Phase 1: Pilot Development	
Scope Of Work	Timeline
<p>A. Set up tools and processes to offer direct supports including survivor-centered, responsive family advocacy including a warm referral pathway and a flexible financial assistance system.</p> <p>B. Begin system development through connection and relationship building with P-5 Partner Programs</p> <p>C. Regular Pilot coordination with Best Starts staff.</p> <p>D. Participate in planning for Pilot evaluation.</p> <p>During this phase, Best Starts staff will collaborate with the Contractor to:</p> <ul style="list-style-type: none"> • Share the vision, reflection, and goals of the workgroup who helped develop this RFA. • Help develop and enhance processes, practices, and materials necessary to implement Pilot. • Identify P-5 Partner Programs to engage in this project. • Facilitate connection between Contractors and P-5 Partner Programs. • Support the Contractor in developing evaluation measures and creating evaluation tools. 	2-5 months
Phase Two: Pilot Implementation – Launch & Continuous Quality Improvement	
Scope Of Work	Timeline
<p>A. Direct Supports: Make available survivor-centered, responsive family advocacy including a warm referral pathway and a flexible financial assistance system.</p> <p>B. System development: Maintain and enhance P-5 Partner Program coordination and relationship building.</p> <p>C. Coordinate regularly with Best Starts staff.</p> <p>D. Participate in Pilot evaluation.</p> <p>During this phase, Best Starts staff will collaborate with the Contractor to:</p> <ul style="list-style-type: none"> • Facilitate connection between Contractor and P-5 Partner Programs. • Identify area of growth and opportunities to refine Pilot implementation. 	27-30 months

<ul style="list-style-type: none"> Engage in continuous quality improvement efforts. Engage in data collection efforts. 	
Phase Three: Post-Pilot Evaluation	
Scope Of Work	Timeline
<p>A. Coordinate regularly with Best Starts staff. B. Participate in post-Pilot evaluation and reporting.</p> <p>During this phase, Best Starts staff will collaborate with the Contractor to:</p> <ul style="list-style-type: none"> Engage in data collection efforts. Help finalize project report. Help disseminate project findings and recommendations to interested parties 	Final 4 months

2. Priority Population(s)

This Pilot project will support families who are enrolled in P-5 Partner Programs and are at risk of or experiencing domestic violence by collaborating with their current relationship-based service providers to offer advocacy services.

3. Outcomes

This pilot aims to:

- Establish relationships and cross-sector partnerships between P-5 Partner Programs and domestic violence response advocates.
- Establish and create a pathway for warm referrals between domestic violence response providers and prenatal to five providers.
- Reduce barriers to connecting to services and get families experiencing or at risk of experiencing domestic violence the concrete support they need.
- Evaluate the Pilot project to learn the most effective approach to support the intended priority population.

Our intended outcomes include:

- Address barriers that prevent families from getting connected to the vital resources they need.
- Ensure families have access to domestic violence support services.
- Improve families' protective factors⁸ (i.e., families have increased access to concrete supports, and families' resilience is increased).
- Contribute to Best Starts Prenatal to 5 health indicators⁹ (i.e., babies are born healthy, children thrive, children are kindergarten ready, and families are strong)
- Improve families' self-determination, safety, health, and stability of families at risk of or experiencing domestic violence.
- Establish relationships between P-5 Partner Programs and domestic violence response sectors.

⁸ Center for The Study of Social Policy, About Strengthening Families and the Protective Factors Framework, [LINK](#)

⁹ King County, Best Starts for Kids Implementation Plan: 2022-2027. (10/13/2021) [LINK](#)

- Identify cross-learning opportunities, materials, and resources needed for sustained collaboration and improved support to families experiencing or at risk of experiencing domestic violence.

This Pilot aims to better understand and grow structures to support and enhance the opportunity for connection between P-5 Partner Programs and domestic violence response providers across King County. It aims to reduce barriers and better meet the needs of families experiencing or at risk of experiencing domestic violence across King County so they can improve their self-determination, safety, health, and stability.

Specifically, this Pilot's goals include to:

- Support P-5 Partner Program families experiencing or at risk of experiencing domestic violence in a meaningful and accessible way.
- Increase awareness, relationships, and connection between P-5 Partner Program and domestic violence response providers.
- Enhance systems and structures to sustain relationships between P-5 Partner Programs and domestic violence response sectors.
- Identify recommendations for systems and structures to improve cross-sector collaboration in the future.

2. Eligibility

This request is open to nonprofit organizations, community-based organizations, tribes and tribal organizations, for-profit entities and public or governmental agencies serving communities in King County. Small nonprofits and community-based organizations are encouraged to submit applications.

Eligible applicants must meet the following minimum qualifications:

1. Be an organization or program whose primary mission is to provide support to individuals experiencing or at risk of experiencing domestic violence.
2. Have a minimum of 3 years of experience directly supporting survivors of domestic violence.
3. Serve King County communities; and
4. Work with or demonstrate a willingness to work with BSK P-5 Partner Programs.

3. Available Funding

PHSKC has the budgeted amount not to exceed four hundred and six thousand dollars and zero cents (\$406,000.00) for this project. To be included in consideration, applicants should not budget for or request more than \$406,000.00 from this Best Starts for Kids RFA.

Considerations:

- Any contract awarded as a result of this procurement is contingent upon the availability of funding.

- PHSKC reserves the right to not award all funds advertised in this RFA.
- Applicants are expected to **estimate** and develop a **3-year budget** covering proposed goals, activities, and outcomes by application submitted. See Section 6, Application Process

A. Funding Opportunity

Funds will be provided for the period of November 1, 2024, through October 30, 2027, with the possibility of extension contingent upon contracts being in good standing and funding availability.

Applicant selected may receive up to \$406,000.00. This includes \$60,000.00 for **start-up costs** and \$346,000.00 in **base funds** to serve as Pilot Administrator implementing the Pilot project and engaging in evaluation processes.

- **Start-Up Funds:** Dollars for the organization or partnership of organizations selected to acquire resources and build infrastructure necessary to operate the Pilot. This may include activities related to Pilot development and refinement, data and evaluation systems set-up, relationship building, flexible financial assistance system set-up, and/or other justified costs associated with the group’s initial development and formation. **These funds will be issued during the first five months of the award. These funds are not renewable.**
- **Base Funds:** Dollars for the organization or partnership of organizations selected to commit staff time and capacity, as well as implement a core set of goals and activities including Pilot Implementation: Launch and Continuous Quality Improvement process. In addition, the base award will support the evaluation phase. These funds will be awarded through this RFA and will be renewable annually based on performance and continued availability of funds.
- While some funds may be provided up front, the total amount received should not exceed the cost to perform the work. All funds should be tracked in contractor’s financial system that is able to prepare reports and separate BSK funds from other organization expenses. While receipts and other document of spending will not be required with invoice submission, Contractor is expected to keep and make available upon request, all corroborating documentation of expenses.

The distribution of funding during the contracting period will be as follows:

	Nov 2024 to Dec 2024	Jan to Mar 2025	April to Dec 2025	Jan-Dec 2026	Jan-Oct 2027	3-year totals
Start-Up Funds	\$30,000.00	\$30,000.00	<i>Not Applicable</i>	<i>Not Applicable</i>	<i>Not Applicable</i>	60,000.00
Base Funds	<i>Not Applicable</i>	\$33,000.00	\$99,000.00	\$132,000.00	\$82,000.00	346,000.00
Total	\$30,000.00	\$63,000.00	\$99,000.00	\$132,000.00	\$82,000.00	406,000.00

B. Funding Priorities

This RFA will prioritize organizations that:

1. **Demonstrate Experience Providing Domestic Violence Response Services:** Applicant has a minimum of 3 years of experience supporting survivors of domestic violence and whose primary mission is to provide support to individuals experiencing or at risk of experiencing domestic violence.
2. **Demonstrate Experience Providing Cross-Sector Collaboration:** Applicant values and utilizes co-creation and partnership methods in developing and improving structures and approaches to service delivery. This includes a demonstrated history of building intentional partnerships, working across sectors, honoring community-led approaches and recognizing community expertise across disciplines and/or service sectors.
3. **Demonstrate Readiness:** Applicant has expertise in the following elements:
 - Working with organizations that have a range of different capacities and cultural and linguistic assets.
 - Supporting organizations, providers and/or families throughout the P-5 age period.
 - Care coordination across multiple services and sectors serving families in King County.
 - Culturally responsive data collection, analysis, and communication
4. **Demonstrate a History of Embeddedness in Communities in King County.** This includes applicants that are connected to, reflective of, and/or demonstrate a history of collaborative engagement with communities facing significant disparities by race and place.
5. **Demonstrate experience with data collection analysis, storytelling and/or evaluation.** Experience with systems change and/or continuous quality improvement (CQI) efforts is an asset.

4. RFA Process

A. Timeline

The following timeline represents the tentative schedule of the entire RFA process, from solicitation to program implementation. The dates listed here are subject to change. Applicants are responsible for monitoring ZoomGrants for any changes prior to the submittal deadline.

Information Sessions Session 1: July 16, 2024 Meeting URL: https://kingcounty.zoom.us/j/87988034759 Meeting ID: 879 8803 4759 Meeting Passcode: 261392	July 16, 2024, 1 - 2 p.m.
Session 2: July 18, 2024 Meeting URL: https://kingcounty.zoom.us/j/81706572742 Meeting ID: 817 0657 2742	July 18, 2024, 10 - 11 a.m.

Meeting Passcode: 016735	
Final day for to initiate request for free technical assistance	August 7, 2024
Final day to submit questions via ZoomGrants	August 7, 2024
Applications due	August 13, 2024 by 2:00 p.m.
Responses reviewed	August 19, 2024 through September 5, 2024
Interviews with applicants (if applicable) <i>King County reserves the right to conduct interviews as needed to make award determinations.</i>	September, 2024
Notification of selected and non-selected applicants	October, 2024
Anticipated program/contract start date	November, 2024

B. Questions

Interested parties may submit questions in writing prior to the date and time indicated in the RFA schedule through the Contact Admin tab in ZoomGrants. The PHSKC response to all questions received will be posted as an RFA addendum on ZoomGrants.

If potential Applicants experience technical difficulties with ZoomGrants leading up to the due date, please email your Application to the RFA Lead (listed on RFA's title page) directly to avoid a late submission.

Applicants are encouraged to complete their applications early to avoid any difficulties or errors in submission. PHSKC is not responsible for any technical difficulties that an applicant may experience, and late submissions may result in rejection of application.

C. Information Session

Two pre-application information sessions are scheduled to be held at the dates and times indicated in the schedule. The location of the pre-application information sessions will be via Zoom. All prospective applicants should attend; however, attendance is not mandatory.

PHSKC will only adhere to the PHSKC -written answers to questions. Questions arising at the pre-application information session or in subsequent communication with the RFA Lead will be documented and answered in written form. A copy of the questions and answers will be posted as an RFA addendum or amendment on ZoomGrants. Applicants are responsible to check ZoomGrants for any posted addendums or amendments to this RFA.

Session 1: July 16, 2024| 1:00 pm to 2:00 pm
Meeting URL: <https://kingcounty.zoom.us/j/87988034759>
Meeting ID: 879 8803 4759
Meeting Passcode: 261392

Session 1: July 18, 2024| 10:00 am to 11:00 am

Meeting URL: <https://kingcounty.zoom.us/j/81706572742>
Meeting ID: 817 0657 2742
Meeting Passcode: 016735

D. Communication

1. RFA Communication

All RFA documents will be uploaded through ZoomGrants, as described in Section 6, Application Process, below.

The RFA Lead is the sole point of contact for this procurement. All communication regarding the subject matter of this opportunity between the applicants and PHSKC upon release of this RFA must be through ZoomGrants or the RFA Lead, as follows:

Phillip Thompson

RFA Lead

phithompson@kingcounty.gov

Any other communication will be considered unofficial and non-binding on King County. Applicants are to rely on written statements issued by the RFA Lead. Communication directed to parties other than the RFA Lead on this opportunity may result in disqualification of the applicant.

2. Applicant Communication

Unless otherwise requested, letters and other communications about this RFA will be issued to the e-mail address noted in the applications created within ZoomGrants. If other applicant personnel should be contacted via e-mail in the evaluation of this application, or to be notified of evaluation results, please complete the information in the area provided in ZoomGrants.

5. Application Process

Responses are hereby solicited and will be received using the link below through ZoomGrants no later than 2:00 p.m. on the due date noted on this RFA. Responders are responsible for regularly checking ZoomGrants for any updates, clarifications, or amendments.

Note: Applicants bear the risk that technical difficulties may result in late or undelivered applications. Therefore, applicants are encouraged to submit materials through ZoomGrants on a timely basis, and to reach out to ZoomGrants as noted on this RFA early in the process if encountering technical difficulties. If the issue cannot be addressed through ZoomGrants, then reach out to the RFA Lead as noted on this RFA.

Submit Applications through ZoomGrants at:

https://www.zoomgrants.com/zgf/King_County,_WA/Domestic_Violence_Emergency_Response_Pilot

Complete application packages will include the following:

- Complete answers to all Narrative Questions, See 8. Selection Process (scored)
- Complete answers to Summary Question (unscored)
- Answer to zip code question on ZoomGrants (unscored)
- Complete budget template (unscored)
- Letter of Support (optional, unscored)

6. Application Assistance

Application assistance (also known as technical assistance or TA) is free and available to support organizations in applying to this RFA. The main purpose of technical assistance is to eliminate linguistic, cultural, and other barriers that might prevent organizations from seeking government funding. Application assistance is **free of charge**.

Technical assistance consultants can:

- a. Assist in determining appropriate fit between your application and this funding opportunity.
- b. Provide guidance on how best to answer questions.
- c. Support your application development, including editing and budget review.
- d. Consultants are not grant writers but can support you in explaining your application in the most clear and concise way.

See Attachment D in the ZoomGrants library and/or the [Best Starts website](#) for the list of TA consultants and their contact information. Organizations wishing to access application assistance should email the consultant they choose directly. We encourage you to reach out to a TA consultant as early as possible. We cannot guarantee TA consultant availability within 5 business days of the deadline (the RFA's closing date). Assistance in languages other than English is available; let a TA consultant know your language need and Best Starts will try to accommodate.

We encourage you to only contact one TA consultant at a time and allow them 24 hours to respond before contacting any other TA consultants.

Best Starts Capacity-Building Services

Once the contract is finalized, Best Starts grantees may receive free capacity building services from Best Starts-contracted consultants. The goal of Best Starts capacity building is to support grantees' program and organizational development, implementation, and sustainability while being rooted in community strengths, needs, and values. Consultants provide resources and training along with individualized, responsive, and ongoing coaching and support. Best Starts capacity building consultants can also help Best Starts grantees create tools and build skills needed to meet Best Starts contract requirements. Categories of Best Starts capacity building support include board development, data & evaluation, equity & social justice, finance, human resources, IT, legal, marketing, needs assessment, and organizational development.

7. Selection Process

A. Rating Criteria

Responsive applications will be reviewed strictly in accordance with the requirements stated in this RFA and any addenda issued.

All applications received by the stated deadline will be reviewed by the RFA Lead to ensure that the applications contain all the required information requested in the RFA. Only responsive applications that meet the threshold requirements will be evaluated by the PHSKC-designated review panel. Any applicant who does not meet the stated qualifications or any application that does not contain all the required information may be rejected as incomplete.

The RFA Lead may, at their sole discretion, contact the applicant for clarification of any portion of the applicant’s application. Applicants should take every precaution to ensure that all answers are clear, complete, and directly address the specific requirements.

Applications will be reviewed and evaluated by a review panel. The process for choosing awardee(s) will include evaluation of the narrative and accompanying documents, and potentially interviews. Below are the selection criteria that will be used during the evaluation process.

Demonstrated experience meeting the needs of King County families experiencing or at risk of experiencing domestic violence.		
<i>Question</i>	<i>Weight</i>	<i>Qualifications addressed within high confidence responses</i>
1. Please share about your organization's approach to supporting survivors and their families, as well as identifying appropriate referrals/resources. Please provide at least one example of a survivor or family you served? Or the work of your program?	35	Depth of experience providing domestic violence advocacy supports.
2. Describe your organization’s approach to developing a new strategy or an innovative programmatic response to serving families experiencing domestic violence. Please include an example.		Depth of knowledge about King County wide resources, supports and services.
3. How is your organization connected to, reflective of, and/or demonstrate a history of collaborative engagement with individuals facing significant disparities by race and place in King County? Please provide a history and/or examples, as appropriate.		Demonstrated understanding of survivor-centered approach.
		Demonstrated understanding of the impacts of domestic violence on families.
		Provided clear examples that showed a history and experience of working with individuals facing significant disparities by race and place in King County.
		Ability to clearly describe strategies, approaches, and impact with effective storytelling.
		<i>Note: Option for information to be supported by a support letter.</i>

Demonstrated readiness to engage and experience with providing cross-sector collaboration.		
<i>Question</i>	<i>Weight</i>	<i>Qualifications addressed within high confidence responses</i>
<p>4. Provide an example of your experience collaborating and working across sectors with organizations that support prenatal families and/or families with children up to age 5.</p> <ul style="list-style-type: none"> • How have you approached collaborating with a wide range of unique partner programs serving diverse families across King County? • What challenges did you encounter? • How did you address them? 	45	<p>Demonstrated how equity practices are embedded within applicant's organizational approach and practices.</p> <p>Demonstrated value of building intentional partnerships, honoring community-centered work and recognizing community expertise.</p> <p>Applicant values and utilizes co-creation and partnership methods in developing and improving structures and approaches to service delivery.</p>
<p>5. Please describe your proposed plan for meeting the responsibilities outlined in the "Emergency Supports" scope of work detail. Please include:</p> <ul style="list-style-type: none"> • Key internal activities, milestones and timelines • Staffing capacity and structure to execute on the work, • Quality improvement practices • What support you would need from Best Starts 		<p>Ability to clearly describe strategies, approaches, and impact with effective storytelling.</p> <p>Demonstrated comprehensive and feasible project visioning and planning from implementation to evaluation, including:</p> <ul style="list-style-type: none"> • Attention to detail. • Clarity in communication of ideas, concepts, staffing & steps. • Self-awareness and identification of areas where support would be most beneficial.

Demonstrated readiness to engage and experience with continuous quality improvement, data collection, analysis, storytelling and/or evaluation.		
<i>Question</i>	<i>Weight</i>	<i>Qualifications addressed within high confidence responses</i>
<p>6. Please describe your approach to data and evaluation from data collection to analysis and reporting. Please provide at least one example that makes you proud.</p>	20	<p>Demonstrated ability to engage with data across an evaluation process.</p> <p>Demonstrated willingness and capacity to engage in iterative evaluation and adjust implementation in accordance with needs.</p>
<p>7. How would you build Continuous Quality Improvement (CQI) into this pilot project?</p>		<p>Demonstrated understanding of and ability to integrate principles of racial justice, equity, culture competency into practice.</p>

		Ability to clearly describe strategies, approaches, and impact with effective storytelling.
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RFA review panel members will assign scores. Applicants can score up to 100 points; the scores are defined as:

Score	Description	Definition
0%	No value	The application does not address any component of the requirements, or no information was provided.
20%	Below Average	The application only minimally addresses the requirement and the applicant's ability to comply with the requirements or simply has restated the requirements.
50%	Average	The application shows an acceptable understanding or experience with the requirement. Sufficient detail to be considered as meeting minimum requirements.
80%	Above Average	The application is thorough and complete and demonstrates firm understanding of concepts and requirements, and the ability to execute them.
100%	Excellent	The application has provided an innovative, detailed, and thorough response to the requirements, and clearly demonstrates a high level of experience with or understanding of the requirements.

B. Review Process

The RFA review panel may consist of King County staff, external subject matter experts, evaluators, community members, advisory board members, participants with past of current lived experience, and members or designees of the King County Council (who will serve as nonvoting members). PHSKC values the perspectives of community members, including those with lived experience. All efforts will be made to include a minimum of 2 individuals representing the community. Following application review, applicants may be asked to participate in an interview with the review panel prior to final scoring of applications.

The RFA review panel will score each application based on the rating criteria described in Section 8 of this RFA and create a ranking of applications based on highest to lowest scoring. The reviewer's scores will be a factor used by the RFA review panel to develop recommendations on the selection of awardees, along with factors such as geographic areas and population served. King County also reserves the right to serve as a its own reference.

C. Selection Process

Final selection of awardees will be made by King County division and department directors based upon recommendations from the review panel and based upon equity and geographic considerations to ensure services are responsive to funding priorities and community need. The

PHSKC reserves the right to make such selections based on the best interests of King County, and as a result, may not select the highest scoring or lowest cost applications for award, and it will execute contracts based upon the final selections.

D. Funding Allocation and Contract Negotiations

PHSKC anticipates that requests for funding from the pool of selected applicants may exceed the total dollar amount of funding available through this RFA. If this occurs, the County reserves the right to enter discussions with applicants to assess if proposed services and activities can be scaled to match the dollar amount offered by the County. If the application is not scalable, or the applicant rejects the dollar amount offered by the County, the County reserves the right, to withdraw the funding offer to the applicant, and enter discussions with other high-ranking RFA applicants. Contract negotiations and development will begin when a funding amount for each application has been reached between the applicant and the County.

8. Glossary of Terms

A list of general procurement and contract definitions can be found here: [Contract Glossary](#). All other definitions specific to this RFA are as follows:

- A. Best and Final Offer (BAFO):** if applicable and requested from the Applicants, is a final offer submitted which contains the Applicant's most favorable terms for cost or terms of service.
- B. Community-Based Organization (CBO):** a public or private organization that is representative of a community or significant segments of a community and committed to a community's health, well-being, and empowerment and/or provides human services to individuals in the community.
- C. Contractor:** Term used within the King County PHSKC Boilerplate Agreement, signifying the entity awarded funding in consideration for the performance of certain services and as described in the resulting contract.
- D. Design:** The process or act of imagining and creating meaningful responses to challenges. Activities may include listening to community, reviewing data, brainstorming ideas, and visioning what a program might look like.
- E. Development:** The process or act of clearly defining program characteristics, often through materials such as a theory of change. Activities may include drafting program curriculum, outlining the basics of what the program provides, and/or creating a clear way to communicate what the program is.
- F. Domestic Violence (DV):** Domestic violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another. Domestic violence can be physical, sexual, emotional, economic, psychological, or technological actions or threats of actions or other patterns of coercive behavior that influence another person within the context of a relationship. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone. Domestic abuse can happen to anyone of any race, age, sexual orientation, religion, or gender. It can occur within a range of relationships including

people who are married, living together, dating, or being coerced into an intimate relationship. Domestic violence affects people of all socioeconomic backgrounds and education levels.¹⁰¹¹

G. Equity: means giving everyone what they need to be successful as opposed to equality which means treating everyone the same.

Equity, as defined by the Children and Youth Advisory Board:

- Equity is an ardent journey toward well-being as defined by the affected
- Equity demands sacrifice and redistribution of power and resources in order to brake systems of oppression, heal continuing wounds, and realize justice
- To achieve equity and social justice, we must first root out deeply entrenched systems of racism
- Equity proactively builds strong foundations of agency, is vigilant for unintended consequences, and boldly aspires to be restorative
- Equity is disruptive and uncomfortable and not voluntary
- Equity is fundamental to the community we want to build

H. Evaluation Plan: Outlines key questions seeking to learn about the program services and impact; identifies how evaluation learnings will be used, and what specific tools and approaches will be taken to collect data.

I. Prenatal to Five (P-5) Partner Programs: This refers to a subset of currently funded Best Starts Home-Based Services and Community-Based Parenting Supports partner programs. These programs serve diverse communities across King County by providing programming to pregnant people and families with children from birth through age five.

J. Racial Equity: Racial equity is the condition that would be achieved if one's racial identity no longer predicted, in a statistical sense, how one fares. When using the term, Best Starts is thinking about racial equity as one part of racial justice, and thus identifying the need to address root causes of inequities not just their manifestation. This includes elimination of policies, practices, attitudes, and cultural messages that reinforce differential outcomes by race or fail to eliminate them¹².

K. Relationship-Based: Establishing and maintaining safety, consistency, and trust in relationships and partnerships through mutually accountable, transparent, responsive, and customized-to-context communication and support (Omowale Satterwhite & Teng, 2007), being a part of a particular community to whom you are accountable to and with whom you have relationships.

L. Survivor: Person at risk of or experiencing domestic violence.

M. Warm Referral: A process of linking a parent or caregiver to a service or resource. Instead of providing a parent or caregiver a referral to pursue on their own, a warm referral ensures

¹⁰ United Nations, "What I Domestic Abuse" [\[LINK\]](#)

¹¹ Department of Justice, Office on Violence Against Women. "Domestic Violence." [\[LINK\]](#)

¹² Racial Equity Tools, "Racial Equity Tools Glossary" [\[LINK\]](#)

caregivers have a coordinated and supportive handoff that ensures families are connected to the vital services they need.

- N. **ZoomGrants:** an online application portal where applicants can access and view RFA information and submit bids for programs/services outlined in the RFA.

9. RFA and Contract Terms

A. RFA Terms

1. Revisions to the RFA

If PHSKC determines in its sole discretion that it is necessary to revise any part of this RFA, an addendum to this RFA will be posted on ZoomGrants. For this purpose, the published questions and answers and any other pertinent information will also be provided as an addendum to the RFA and will be placed on ZoomGrants.

PHSKC also reserves the right to cancel or to reissue the RFA in whole or in part, prior to execution of a contract.

2. Cost to Propose

PHSKC will not be liable for any costs incurred by the applicant in preparation of an application submitted in response to this RFA, in conduct of a presentation, or any other activities related in any way to this RFA.

3. No Obligation to Contract

This RFA does not obligate PHSKC to enter into any contract for services specified in this application.

4. Rejection of Applications

PHSKC reserves the right, at its sole discretion, to reject any and all applications received without penalty and not to issue any contract as a result of this RFA.

5. Acceptance Period

Applications must provide one hundred twenty (120) [Can be changed depending on RFA needs] calendar days for acceptance by PHSKC from the due date for receipt of applications.

6. Best and Final Offer (BAFO)

PHSKC reserves the right to use a BAFO before awarding any contract to further assist in determining the successful Applicants. Terms of the BAFO will be communicated by the RFA Lead.

7. Award

Final selection of awardees may be made by King County division and department directors based upon final calculations and recommendations from the RFA review panel. PHSKC will execute contracts based upon the final selections.

PHSKC intends to award one or more contracts to potential Applicants. The RFA Lead will notify all Applicants in writing of the acceptance or rejection of their RFA. Written notification will be sent via email to the email address(s) submitted on the cover sheet.

8. Protest

King County has a process in place for receiving protests / Appeals based upon the RFA or contract awards. The protest / Appeal procedures are available at <http://www.kingcounty.gov/depts/finance-business-operations/procurement/for-business/do-business/protest.aspx>.

B. Contract Terms

1. King County Boilerplate

Organizations awarded through this procurement process will contract with King County PHSKC. Funded organizations will be required to meet baseline requirements, including insurance, equal employment opportunity, record keeping, and more. See a sample of the department's standard services contract boilerplate with terms and conditions included as Exhibit E.

A contract may be negotiated with the applicants(s) whose application would be most advantageous to King County in the opinion of the PHSKC, all factors considered.

The contents of the selected applicant's application shall become contractual obligations if a contract ensues.

A contract between the selected applicant(s) and King County shall include the contract instrument, the original RFA as issued by King County, the response to the RFA, and any other documents mutually agreed upon. The contract must include, and be consistent with, the specifications and provisions stated in the RFA.

2. Equity and Social Justice

In order to effectively operate and provide services within a culturally responsive framework, an organization shall intentionally consider equity and integrate it into its values and principles, decisions and policies. King County expects funded organizations to incorporate an equity lens in their service delivery models and administration in order to challenge systemic and structural inequality, reduce prejudice and racism, and advance equity. As part of this effort, organizations will be asked to provide individual-level demographic information (including zip codes) to inform analysis and understanding of barriers created by institutional racism. **See Section V.D., CONTRACT REQUIREMENTS: Data Collection and Reporting below.**

3. Performance Measurement and Evaluation

The primary purpose of performance measurement and evaluation is to use data to inform ongoing work, understand which activities are effective and why, and support shared and transparent responsibility for your programs' success. Another key purpose is to comply with initiative reporting requirements and offer transparency to the public about the programs we fund and their outcomes. If awarded funds through this RFA, there is an expectation that awardees will collect data aligned with the goals of this RFA.

Best Starts will work in partnership with funded organizations to develop a performance measurement and evaluation plan for funded programs. The plan will include key performance measures, type of data collection (individual identifiable or deidentified client-level, aggregate, and/or qualitative data), additional external evaluation activities if applicable, and quality improvement activities.

Part of the process of developing performance measurement plans will be conversations about program goals and how to know if participants are "better off". What change is your program trying to create and why? What will tell us when program adjustments are necessary? How will we know that the adjustments are working?

Performance measures are developed in partnership by the funded organization with King County and are informed by the program's model and purpose. As programs grow and evolve within the award period, King County staff will be available to make any necessary adjustments to the evaluation plan in collaboration with the funded organization. Programs which set performance targets may collect baseline data in advance of target-setting.

Partners that are awarded funded will be asked to create a performance measurement plan that answers these three questions:

1. How many people were served/reached by this program and how many P-5 partners were collaborated with?
2. How well did your program do?
3. How are those you served better off?

4. Data Collection and Reporting

Data collection types detailed in the evaluation plan may include:

1. Aggregate-Level Data

When appropriate for the program model, aggregate-level data will be reported by the funded program and will typically be reported semi-annually.

Aggregate-level data may include demographics (including age, gender, race/ethnicity, and zip codes), basic information about services provided, and outcome information of those services.

2. Qualitative Data

When appropriate for the program model, qualitative data (such as from focus groups, open-ended surveys and questionnaires, and interviews) may be reported by the funded program.

3. Narrative Reports

Funded organizations will also submit annual narrative reports to share information about successes, challenges, system change efforts and other requested information.

5. Public Records Act

1. Washington State Public Records Act (RCW 42.56) requires public organizations in Washington to promptly make public records available for inspection and copying unless they fall within the specified exemptions contained in the Act or are otherwise privileged.
2. All submitted applications and RFA materials become public information and may be reviewed by anyone requesting to do so at the conclusion of the RFA, negotiation, and award process. This process is concluded when a signed contract is completed between the County and the selected applicant.
3. Applications submitted under this RFA shall be considered public documents and with limited exceptions, applications that are recommended for contract award will be available for inspection and copying by the public.

If an applicant considers any portion of his/her application to be protected under the law, the applicant shall clearly identify on the page(s) affected such words as "CONFIDENTIAL," "PROPRIETARY" or "BUSINESS SECRET." The applicant shall also use the descriptions above in the following table to identify the effected page number(s) and location(s) of any material to be considered as confidential. If a request is made for disclosure of such portion, the County will review the material in an attempt to determine whether it may be eligible for exemption from disclosure under the law. If the material is not exempt from public disclosure law, or if the County is unable to make a determination of such an exemption, the County will notify the applicant of the request and allow the applicant ten (10) days to take whatever action it deems necessary to protect its interests. If the applicant fails or neglects to take such action within said period, the County will release the portion of the application deemed subject to disclosure. By submitting an application, the applicant assents to the procedure outlined in this paragraph and shall have no claim against the County on account of actions taken under such procedure. Please notify the County of your needs through the Contact Admin tab in ZoomGrants and reference the table information below.

Type of Exemption	Beginning Page / Location	Ending Page / Location

6. American with Disabilities Act

King County complies with the Americans with Disabilities Act (ADA). Applicants may contact the RFA Lead to receive materials for this RFA in alternative formats, such as Braille, large print, audio tape, or computer disc.

- Language Accessibility
Upon request, this RFA can be made available in other languages.

• List of Attachments

- A. Summary Questions or Agency Level Questions
- B. Narrative Questions
- C. Budget
- D. Technical Assistance – List of TA Providers
- E. Standard Terms and Conditions