

## Intensive Intervention Services Request for Proposals (RFP) Frequently Asked Questions

**NOTE: This document includes frequently asked questions from previous years regarding the Intensive Intervention Services RFP. The document will be updated as questions are received from providers during a new RFP advertisement timeframe. Questions are in chronological order.**

<p>Q1. It looks like the for Level II JCPC-Endorsed Dispositional Option Program RFP has advertised for Home-based Family Counseling (a specific program type) for the Piedmont whereas the Alternative to Commitment Program RFP has not identified this service as area specific. Is that right?</p>	<p>A1. Applicants may apply for any services listed in paragraph 2 of the RFP in addition to those listed on page 6 under attachment B. Providers need to examine the number of distinct juveniles in the Level II RFP Data found in the RFP and consider needs of juveniles by district and county. Also, the General Statute identifies dispositional option programming that specifically relates to disposition options for this target population. The Alternative to Commitment RFP identifies “residential and/or community-based intensive services for Level III youth who are committed to the Division for placement in a YDC, Level III youth who are re-entering the community after receiving commitment programming in a YDC, and Level II youth who are most at-risk of a Level III disposition and commitment to a YDC and/or who are re-entering the community from a residential or other out of home placement.” Providers should consider the level of service needs based on the population being served. Residential programming types have been identified as a Priority Need on Attachment B.</p>
<p>Q2. I am budgeting gas cards for the project as we have many parents that have transportation barriers. Would I list that in line 250 as Vehicles Supplies &amp; Materials (which is where I usually list fuel costs) or in 390 Other Services?</p>	<p>A2. Line item 390 Other Supplies and Materials would be an appropriate section for the budgeting of the gas cards. If the gas cards are used as incentives to remove barriers to treatment or increase family engagement, describe how families earn the gas cards and indicate documentation of how the cards are earned. A logical place for this is in Section III, Youth and Family Interaction. The incentive should also be included in the Individualized Service Plan.</p>
<p>Q3. Is the Endorsed Level II Dispositional Alternatives Program RFP also one we can apply for? And if so, can we propose the same services in both RFPs for the same population—Level II or youth with high needs at risk of detention or YDC placement?</p>	<p>A3. Yes. You can apply for both and propose the same service for both RFPs. There are subtle differences between the target populations in the RFPs. The Level II RFP can serve Level II or Level III youth and Level I adjudicated youth with Medium/High Risk or Medium/High Needs scores. The ACP RFP can serve Level III youth who are committed to Youth Development Centers (YDCs), transitioning from YDCs or Level II youth</p>

	<p>who are most at-risk of a Level III disposition or youth or re-entering the community from a residential or other out of home placement. The ACP application can only request up to \$100,000.</p>
<p>Q4. PFS is collaborating with the FCT Foundation (nonprofit) for the RFP. The Foundation has tried to go into the NC Allies website to begin looking at the requirements in that system for the RFP and they have been unable to access. What do they need to do?</p>	<p>A4. The NCALLIES link included in the RFPs is as follows: (<a href="http://www.ncdps.gov/Juvenile-Justice/Community-Programs/Juvenile-Crime-PreventionCouncils/Program-AgreementInformation?a=000003%2C002476%2C002483%2C002482%2C002514">http://www.ncdps.gov/Juvenile-Justice/Community-Programs/Juvenile-Crime-PreventionCouncils/Program-AgreementInformation?a=000003%2C002476%2C002483%2C002482%2C002514</a> ) will lead one to the NCALLIES resource page. It includes instructions for applying in NCID if the provider does not already have an NCID. It also includes how to register in NC ALLIES and how to create a program agreement. ACP applications should choose JCPC Alternatives to Commitment Programs program agreement application as funding source. Level II applications should choose JCPC Level II Dispositional Alternatives as the funding source application. If the grant writer still has difficulty accessing NC ALLIES after reading the information on the page link above, he/she can contact an area office to gain assistance.</p>
<p>Q5. We would need to obtain letters of support from each of the JCPCs in your five counties. I noted previously that we will be working collaboratively with the Family Centered Treatment (FCT) Foundation for this RFP. What do we need to do to obtain the letters of support?</p>	<p>A5. Any qualified applicant (501 (c)(3) non-profit, public agency or public housing authority) should reach out now to the JCPC Chair in the counties they propose to serve.</p>
<p>Q6. The Level II RFP lists Distinct Juveniles with a Level II Disposition. My county had 34 Level II juveniles. Then the ACP chart lists Level II Distinct Juveniles and my county had 10. Can you please tell me the difference between these two things?</p>	<p>A6. The Level II data counts in the Level II RFP attachment are of all Level II youth each year. The Level II data counts in the ACP RFP are of only youth with an A1 or higher offense class associated with their level II disposition. Please read the data note at the top of the ACP data table. New Questions Proposed in 2019 Q1. What types of services can be applied for? If programs are not specified in the RFP for a specific area, does that mean those programs cannot be applied for in that area? A1. The Level II RFP is limited to certain service types (Attachment B of LII RFP lists specific service types needed by Districts). If a service is not listed for a particular district, it may already be adequately provided in</p>

	<p>the community (ex: JCPC, other funding source). The Alternatives to Commitment RFP is more open. In the ACP RFP, Residential and Vocational services are considered a Priority Need, but the RFP is open to other services. Please refer to Attachment B (Page 6) of the ACP RFP for the Service Types eligible under that funding stream. All applications that fall under the service types listed may be accepted, but approval will be based on meeting needs.</p>
<p>Q7. If a program is only providing services in one county, what is the likelihood of obtaining funding?</p>	<p>A7. It is important to pay attention to the gaps, needs, and target population of the area you are serving, whether it be one county or across a district. You will need to pay attention to and address the number of youths that would benefit from the service.</p>
<p>Q8. The RFP says host county letter of support for intensive intervention services is needed. We normally collect support letters for all counties we cover. Is our host county the only support letter that is required?</p>	<p>A8. During an unprecedented time, the nationwide pandemic of COVID-19, the Juvenile Community Programs section of the Department of Public Safety decided to adjust typical requirements for RFPs. This adjustment will continue for the current RFP posting. Please reference the section titled Proposal Requirements and Submission Process, Letter e, in the RFP posting. In summary, a letter of support from the host county must be uploaded with the original program agreement by 11:59pm on March 7th, if possible.</p>
<p>Q9. Can undisciplined youth on protective supervision be served if they have high needs?</p>	<p>A9. While Intensive Intervention Services programming is generally designed to serve high risk juveniles with high needs, there are exceptions whereby youth may present with high needs at various lower levels of involvement in the juvenile justice system (diversion, adjudicated undisciplined). These youth are reviewed on an individual basis in collaboration with court services, the provider and juvenile community programs staff to ensure that appropriate service matching is considered.</p>
<p>Q10. If I have an existing DJJ Funding ID, do I put that number in or create a new program agreement?</p>	<p>A10. The DJJ Funding ID is automatically generated by NCALLIES. When you begin your new application under, "Intensive Intervention" in NCALLIES, you will receive a new DJJ Funding ID.</p>
<p>Q11. What happened to Level II Endorsed Funding and Alternatives to Commitment Funding?</p>	<p>A11. There will no longer be an RFP for Level II Endorsed Funding or Alternatives to Commitment Funding. Those two funding sources have been combined to be, "Intensive Intervention Services." You will have to complete an</p>

	application under the funding source, "Intensive Intervention" in NCALLIES.
Q12. How do you identify 2 program components in section IA if it only allows you to select 1 program type?	A12. In NCALLIES the ability to add another component is on a screen before section IA. In NCALLIES, on the Contact Information Screen, there is an "Add Component" option at the bottom of the page. Click, "Add Component" for each component to add, and go through the process of completing the narratives and questions for each component.
Q13. Can I apply for JCPC funding and Intensive Intervention Services funding for the same program?	A13. Yes, as long as the proposed programs do not duplicate services by serving the same population, or by providing a service already in the community that meets the need of the population.
Q14. If you want to serve several counties, do you complete one application in the host county and identify the other counties inside your proposal?	A14. You can approach this in one of the following ways: 1) Submit one program agreement with an identified host county and the subsequent counties. 2) Submit a program agreement for each county you plan to serve A Host County letter is required. All subsequent counties to be served should be made aware of your intent.
Q15. To confirm, for "host" counties this year, if serving across multiple judicial districts, are only identified as the county through which the agreement is being run/monitored?	A15. Yes, the "Host" county is the county you select to complete the Program Application in NCALLIES. It is the county through which the program will be run, including disbursements, accounting, and monitoring.
Q16. If Public Housing Authority were to respond to the RFP, what would that programming look like? Would they serve their own residents in the program?	A16. All program design is developed by the responding Vendor and then is scored by the State Team to determine the appropriateness of the proposed service. The target population for a proposed program must meet the requirements of RFP.
Q17. If Fiscal Year 19-20 is not a true data year, should Vendors use 18-19 for projected capacity in responses?	A17. FY 19-20 is not a true data year and Vendors should be cautious utilizing this data for project capacity and number to be served. Vendors should use multiple year trend data to present appropriate numbers for FY 21-22.
Q18. When can I begin requesting my letters of support from the JCPCs?	A18. Once the RFP has been posted, Vendors may begin requesting letters of support.
Q19. If we complete a new application under Intensive Intervention Services our program will not have historical data on the Program Agreement, is this correct?	A19. All programs will need to create a new program application under Intensive Intervention Services. This means that program data will not carry over into the new agreement. The Section will be able to compile historical data for programs for review purposes
Q20. Do responses have to include services for the Raise the Age population?	A20. Vendors are not required to serve a specific age range, as long as it falls within the range listed on the RFP; applications should identify the

	age range appropriate for the service(s) being proposed
Q21. I don't see continuation funding mentioned in the RFP Posting for FY 22-23, what does that mean?	A21. Intensive Intervention Services (IIS) is practicing a biennium funding plan. This means that for FY 23-24 ALL programs will need to apply under the IIS RFP Posted in January 2023.
Q22. Will the NCAR begin to be phased out as the YASI becomes more incorporated into Court Services requirements?	A22. For the foreseeable future, all Community Programs JJ funded providers will need to complete the full NCAR. The Community Programs Section will continue to evaluate this process and update providers of any change.
Q23. Will applications for programs intending to serve one county be considered?	A23. Yes, a Vendor can choose to respond for one county or multiple counties.
Q24. Does my program need a physical office in the county I wish to apply for?	A24. No, a physical office is not required in a targeted county, but responses should propose an appropriate location for services to take place within the county.
Q25. What does the review team need to see in response to using an Evidence Based or Research Supported Program? What if my program has studies on effectiveness conducted by local universities?	A25. Vendors should include any appropriate supporting links and references that support the use of an Evidence Based or Research Supported Program in the response. If programs have had clinical trials or other research conducted on the impacts they have in a geographical area, the department will review that research if provided. Vendors should ensure that the narrative in their response and the evidence regarding research match in fidelity.
Q26. What are the qualifications for a fiscal officer? Do they have to be a Certified Public Accountant?	A26. Any staff requirements for a program funded under Intensive Intervention Services can be found in the JCPC Policy Manual, found at the following link: <a href="https://www.ncdps.gov/documents/juvenile-crime-prevention-council-policy-and-requirements-and-procedures-rp-document">https://www.ncdps.gov/documents/juvenile-crime-prevention-council-policy-and-requirements-and-procedures-rp-document</a> . <b>UPDATE 2/20/24: However, requirements for a fiscal officer are not described in policy and do not require a CPA however, providers must hire staff in these positions with the qualifications to maintain strong fiscal controls and oversight.</b>  Vendors should ensure that their agency is prepared to meet all requirements outlined in the manual regarding minimum requirements for roles as well as the ability to meet all financial oversight and expectations.
Q27. I noticed the IDD screening information in the Intensive Services RFP. Do you have a tool that can be used? What is the state looking for specifically?	A27. The Department of Juvenile Justice and Delinquency Prevention has not released any guidelines for IDD screening, only advisement. The advisement is as follows: All CCA providers can use their regular interview protocols which outlines within their agencies when they should refer to a psychologist for

	<p>further assessment or a medical provider. If a youth has a psychological or medical assessment that notes IDD/DD. The Department has posted an SED checklist for guidance regarding SB 207 and it can be found here:  <a href="https://files.nc.gov/ncdps/documents/files/NC-SED-Checklist.pdf">https://files.nc.gov/ncdps/documents/files/NC-SED-Checklist.pdf</a></p>
<p>Q28. In NCALLIES, there is a place to upload documents. For most of the documents, we can select the "document type" when uploading it. I have two documents that need to be uploaded that don't have a corresponding "document type" but there is only one slot for "additional verification." How should I upload required documents in NC Allies?</p>	<p>A28. In this situation when the Additional Verification tab has been utilized, you can select another category to upload other documents under (i.e., County Funding Plan, JCPC Certifications). Make sure the file you save reflects the title of the document, for example, save a letter of support as "JCPC Letter of Support." This way, its clear what documents are uploaded even though the "Document Type" may differ.</p>
<p>Q29. The RFP describes the requirement of a 24-hour supervision plan being included in the application but I don't see any question in NCALLIES to write about this. Is this to be an addition, uploaded with the application?</p>	<p>A29. You're correct, at this time the IIS application doesn't have a section specifically for the description of a 24-hour supervision plan. Providers can include this RFP requirement in the application sections for either "Operation" or "Admission" process. It will be accepted in any section of the application since a specific section isn't identified, just so its included.</p>