

STATE OF OREGON



COVER PAGE

OREGON DEPARTMENT OF EDUCATION

ON BEHALF OF THE YOUTH DEVELOPMENT DIVISION (YDD)

SAFE COMMUNITIES FOR YOUTH

Request for Grant Applications ("RFA")

Date of Issue: Wednesday, June 24, 2026

Closing Date and Time: Thursday, July 30, 2026 at 4:00pm

Single Point of Contact (SPC): Bethany Moreland

Address:	255 Capitol Street NE
City, State, Zip:	Salem, OR 97310
Phone:	503-508-8991
E-mail:	Bethany.Moreland@ode.oregon.gov

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[\[Update the Table of Contents before publishing: Right click and select "Update Field," "Update entire table".\]](#)

TABLE OF CONTENTS

SECTION 1: GENERAL INFORMATION	3
1.1 PURPOSE	3
1.2 GRANT AMOUNT AND DURATION.....	3
1.3 ELIGIBILITY.....	3
1.4 SCHEDULE.....	4
1.5 SINGLE POINT OF CONTACT (SPC).....	4
SECTION 2: AUTHORITY AND SCOPE	4
2.1 AUTHORITY.....	4
2.2 DEFINITION OF TERMS.....	4
2.3 OVERVIEW	7
2.4 SCOPE OF ACTIVITIES.....	7
SECTION 3: PROCESS AND REQUIREMENTS.....	11
3.1 GRANT PROCESS	11
3.2 APPLICATION REQUIREMENTS.....	13
SECTION 4: EVALUATION	15
4.1 RESPONSIVENESS DETERMINATION	15
4.2 EVALUATION CRITERIA	16
4.3 POINT AND SCORE CALCULATIONS.....	17
4.4 RANKING OF APPLICANTS.....	19
4.5 NEXT STEP DETERMINATION	19
SECTION 5: AWARD AND NEGOTIATION.....	20
5.1 AWARD NOTIFICATION PROCESS.....	20
5.2 INTENT TO AWARD APPEAL.....	20
5.3 SUCCESSFUL APPLICANT SUBMISSION REQUIREMENTS.....	21
5.4 GRANT NEGOTIATION.....	21
SECTION 6: ADDITIONAL INFORMATION.....	22
6.1 GOVERNING LAWS AND REGULATIONS	22
6.2 OWNERSHIP/ PERMISSION TO USE MATERIALS.....	22
6.3 CANCELLATION OF RFA; REJECTION OF APPLICATIONS; NO DAMAGES	22
6.4 COST OF SUBMITTING AN APPLICATION.....	22
SECTION 7: LIST OF ATTACHMENTS	22
ATTACHMENT A: SAMPLE GRANT	22
ATTACHMENT B: SAMPLE APPLICANT INFORMATION AND CERTIFICATION SHEET	23
ATTACHMENT C: SAMPLE APPLICATION NARRATIVE	23
ATTACHMENT D: SAMPLE BUDGET	23
ATTACHMENT E: SAMPLE DATA REPORTING REQUIREMENTS.....	23
ATTACHMENT F: SAMPLE PROJECT PLAN.....	23

SECTION 1: GENERAL INFORMATION

1.1 PURPOSE

The State of Oregon, acting by and through its Department of Education, (“Agency”), on behalf of the Youth Development Division (“YDD”) is issuing this Request for Grant Applications (“RFA”) for the Safe Communities for Youth Grant. The Safe Communities for Youth Grant intends to address, interrupt, and prevent the escalation of Community Violence impacting Youth primarily ages 16-24 at imminent risk of physical harm or gun violence. Efforts funded through this Grant provide needed support and services to address risk factors impacting the safety of Youth. Additional details are included in the Scope of Activities section.

1.2 GRANT AMOUNT AND DURATION

Agency anticipates the award of approximately 5 to 8 Grant Agreements (each a “Grant”) from this RFA. The initial term of each Grant is anticipated to be 1 year from July 1, 2026, or the date at which the Successful Applicant meets the insurance requirements listed in Exhibit B of Attachment A, whichever is later, to June 30, 2027, with potential options to renew as determined by Agency. Applicants may apply for up to 1 award for funding under this RFA. Grants awarded to eligible entities will range from a minimum of \$100,000 to a maximum of \$150,000 for the Grant period.

1.3 ELIGIBILITY

To be eligible for a Grant under this RFA, Applicants must deliver all Grant-funded services to Youth in Oregon and be one of the following eligible entities:

- One of the nine federally recognized tribes in Oregon
- A nonprofit organization
- A faith-based organization
- A public benefit company
- A mutual benefit corporation
- An Oregon community college, education service district, public school district, or public school
- A county or city, or a county or city governmental entity in Oregon

An Applicant must have an active registration with the Oregon Secretary of State’s business registry, when applicable, that matches the organization type selected in the Application.

To be eligible for this Grant, Applicant must have a Currently Operational Project. Applicant will be required to attest that proposed Project is a Currently Operational Project in the Application.

Applicants receiving East Metro Outreach Prevention Intervention (“EMOPI”) Grant funds from the City of Gresham must identify that they are EMOPI grantees and will not be eligible to be awarded funds from this grant unless they are offering demonstrably different services and/or serving different youth or youth populations.

The Agency may, at its sole discretion, coordinate with the City of Gresham to verify and compare the proposed Applicant services and/or youth or youth populations being served and may, at its sole discretion, determine Applicant eligibility.

If awarded, Applicant must deliver Grant-funded services to Youth living in Oregon.

1.4 SCHEDULE

The table below represents a tentative schedule of events. All times are listed in Pacific Time. All dates and times listed are subject to change.

Event	Date	Time
Pre-Application conference	Tuesday, July 7, 2026	11:00AM – 12:00 PM
Questions/requests for clarification due	Tuesday, July 14, 2026	4:00 PM
Answers to questions/requests for clarification issued (approximate)	Monday, July 20, 2026	4:00 PM
Closing (Applications due)	Thursday, July 30, 2026	4:00 PM
Issuance of notice of intent to award (approximate)	Friday, August 28	
Award Appeals period ends	7 calendar days after notice of intent to award	

1.5 SINGLE POINT OF CONTACT (SPC)

The SPC for this RFA is identified on the Cover Page, along with the SPC's contact information. Applicants must direct all communications related to any provision of the RFA, whether the technical requirements of the RFA, Grant requirements, the RFA process, or any other provision only to the SPC.

SECTION 2: AUTHORITY AND SCOPE

2.1 AUTHORITY

Agency is issuing this RFA pursuant to its authority under Oregon Revised Statute ("ORS") 417.847.

2.2 DEFINITION OF TERMS

2.2.1 Common RFA Definitions

For the purposes of this RFA, capitalized words will refer to the following definitions:

- “Addendum” or “Addenda” means an addition to, deletion from, a material change in, or general interest explanation of this RFA.
- “Affected Applicant” means an Applicant who would be eligible for a Grant in the event their Appeal was successful, and who is appealing because Agency failed to conduct an evaluation of Applications in accordance with the criteria or process described in this RFA.
- “Appeal” means a process whereby an Affected Applicant requests a review of an evaluation process of their submitted Application.
- “Applicant” means an entity who submits an Application in response to this RFA. Eligible entities (see Section 1.3 Eligibility) with the same executive leadership and/or board constitute one Applicant for the purposes of this RFA.
- “Application” means a written response to this RFA.
- “Application Score” means the sum of the points earned for each evaluation item.
- “Closing” or “Close” means the date and time specified in this RFA as the deadline for submitting Applications.
- “Evaluator” means a person who will evaluate and score Applications submitted in response to this RFA.
- “Grant” means an Applicant’s award funded under this RFA.
- “OAR” means Oregon Administrative Rules.
- “ORS” means Oregon Revised Statute.
- “Project” means services, activities, and programming associated with a submitted Application.
- “State” means the state of Oregon.

2.2.2 YDD Youth Grants Definitions

For the purposes of this RFA, capitalized words will refer to the following Project-specific definitions:

- “Participant Data” means data collected and reported on Youth served, which may include, but is not limited to, general demographic information such as date of birth, gender, race/ethnicity, and other RFA-specific data. See Attachment E.
- “Currently Operational” or “Currently Operational Project” means a Project that is actively operating and serving Youth in the current Service Area at time of Application submission.
- “Project Plan” identifies the Project activities, deliverables, funding, budget, budget narrative, staff roles, and other details of the Project work to be completed under the Grant Agreement.
- “Request for Application (“RFA”)” means the formal public process published for Applicants to apply for YDD funding.
- “Service Area” or “Proposed Service Area” means the geographic area where the majority of Youth receive Project services, activities, and programming. Service Area must be defined by established jurisdictional or geographic

boundaries, or combination of, such as school districts, Educational Service Districts, Tribal Nations, zip codes, census tract, neighborhood, or city/town.

2.2.3 Project-Specific Definitions

For the purposes of this RFA, capitalized words will refer to the following Project-specific definitions:

- “Credible Messenger” means a trusted individual with lived expertise or strong community ties who can effectively engage and mentor Youth at high risk of gun violence or physical violence. They use their personal credibility to build relationships, influence behavior, and support positive change.
- “Crisis Relocation” means a strategy used to immediately move an individual or family at highest risk of being a Victim of imminent gun violence out of a dangerous area to a safe temporary location.
- “Community Violence” means acts of interpersonal violence committed in public spaces by individuals who may or may not be related to the Victim. It includes incidents such as shootings, stabbings, assaults, and other violent acts that often result in physical and emotional harm to individuals, families, and communities.
- “Comprehensive Support Services and Transition Services” is the delivery or coordination of a full spectrum of supportive, Trauma-informed, and rehabilitative services designed to assist participants in transitioning from unsafe, harmful cycles of violence, toward a safer, more secure, and healthier life.
- “Field-based Outreach” means a proactive engagement strategy where trained staff connect with individuals in their own environments—such as streets, parks, schools, or neighborhoods—to build trust, offer support, and link them to services.
- “Gang-Impacted” means a youth who has been exposed to or affected by gang activity, including those experiencing peer or family affiliation, neighborhood-level gang presence, or increased risk of violence connected to gang dynamics.
- “Identification and Engagement Services” means services that use strategies to identify and actively engage Youth at Imminent Risk of involvement in gun violence or violent crime.
- “Imminent Risk” means a Youth that is at high likelihood of becoming a Victim of or perpetrator of gun violence, stabbings, assaults, and/or other violent acts in the near future, based on recent behavior, credible threats, or involvement in violent networks. This may include a history of victimization, active conflicts, firearm access, or identification by law enforcement or trusted community partners. The risk should be supported by observable evidence or informed professional judgment.
- “Rapid Response” means the capacity to enable immediate, on-the-ground, strategic deployment of trained community members (i.e. Credible Messengers) in the immediate aftermath of a violent incident (i.e. shooting,

stabbing, physical harm or death) to prevent retaliation, de-escalate potential conflicts, and provide support to Victims.

- “Street-level Outreach” see “Field-based Outreach”.
- “Trauma” means an event, series of events, or set of circumstances that is experienced by a Youth as physically or emotionally harmful or threatening and that has a lasting, adverse effect on the individual’s functioning and physical, social/emotional, or spiritual well-being.
- “Victim” means a Youth who was physically injured because of Community Violence.
- “Youth” means a person primarily within 16-24 years of age who receives Grant-funded services. If awarded, a Successful Applicant may request an exception from the Agency Grant Manager to allow a person 14-15 years of age on a case-by-case basis to receive Grant-funded services.

2.3 OVERVIEW

2.3.1 Youth Development Division (YDD)

The YDD functions under the direction and control of the Youth Development Council (YDC) and the Youth Development Director. The YDC (ORS 417.847) provides direction to the YDD (ORS 417.852) and coordinates a unified and aligned system that provides services to Youth ages 6 through 24.

2.3.2 GOALS

The Safe Communities for Youth Grant supports community-based efforts, with attention to Youth needs, proven practices, Applicant experience, and capacity to serve highly vulnerable Youth in their community at Imminent Risk of being a Victim of gun violence or violent physical harm.

The goals of the Safe Communities for Youth Grant are to:

- Identify Youth in their community at Imminent Risk of being a Victim of violent physical harm or gun violence.
- Interrupt and/or reduce violent retaliatory attacks against Youth at Imminent Risk of violence.
- Reduce the likelihood of Youth being Victims of violent acts causing bodily injury or death.
- Provide intensive, culturally appropriate services addressing Youth safety, Trauma, mental health, and well-being, by service providers with knowledge and expertise in supporting Youth affected by Community Violence.

2.4 SCOPE OF ACTIVITIES

Applicant must identify if they will provide Identification and Engagement Services and/or Comprehensive Support and Transition Services.

2.4.1 Identification and Engagement Services

These services are primarily associated with Street-level Outreach using Credible Messengers. Services should be active and Currently Operational at time of Application submission. All services and activities should be individualized, culturally competent, and rooted in harm reduction and healing-centered engagement.

Applicants selecting this option must demonstrate the capacity to identify Youth in the community at Imminent Risk of violence through validated sources and strategies, which must include:

A. Street-Level Outreach with Real Time Violence Interruption and Crisis Mediation

- Field-based Outreach occurring in neighborhoods with high rates of gun violence and gang-impacted communities, using Credible Messengers to build trust and relationships.
- Community intelligence gathered from local stakeholders including, but not limited to, previous Victims of violence, local families, and community leaders to identify emerging risks or disputes
- The use of risk assessments and/or identification of behavioral indicators such as past or recent victimization, recent arrests, or known conflict involvement
- Ability to provide Rapid Response supports
- Provide support to enable immediate, on-the-ground, strategic deployment of trained community members (i.e. Credible Messengers) in the immediate aftermath of a violent incident (i.e. shooting, stabbing, physical harm or death)
- Prevent retaliation, de-escalate potential conflicts, and provide support to Victims
- Intervene in ongoing disputes with the potential for gun violence
- Respond immediately to shootings, stabbings, or other critical incidents
- Build sustained relationships with individuals at risk to support long-term behavior change

2.4.2 Comprehensive Support and Transition Services

Youth served, many of whom are gang-impacted and have experienced chronic exposure to violence, will receive culturally responsive services tailored to their individual needs. Applicants selecting this option must choose to provide **two or more** of the supports listed below and may also choose to provide Identification and Engagement Services. Services should be active and Currently Operational at time of Application submission.

A. Trauma-Informed Health Support and Care

Applicants must offer or connect clients, with mental health services and wellness care that address the chronic exposure to violence and Trauma common among high-risk and gang-impacted individuals and families:

- Administration of Trauma and behavioral health screenings at intake
- Provide referrals or services with licensed mental health professionals for individual or group therapy
- Access to culturally relevant and appropriate peer and community healing supports
- Use of evidence-based therapeutic approaches such as Cognitive Behavioral Therapy (“CBT”) where appropriate

B. Substance Use and Recovery Services

Applicants must recognize the intersection between substance use, Trauma, and violence and address chemical dependency among Youth clients:

- Screen for substance use and treatment needs
- Use brief intervention strategies appropriate for the population, such as motivational interviewing, goal setting, peer delivered services, and harm reduction
- Refer to or provide access to appropriate substance use treatment, including detox, outpatient, or residential programs, with ongoing support for recovery and relapse prevention

C. Life Coaching and Long-Term Case Management

Each client must be provided with a life coach and/or case manager to serve as a consistent mentor, navigator, and/or advocate. Life coach and/or case manager will carry out the following activities:

- Development of individualized success plans with clear goals
- Weekly or bi-weekly check-ins with participants
- 24/7 availability for crisis response or high-risk situations
- Support navigating public systems (e.g. court, health, DHS, DMV)

D. Crisis Relocation

Applicants must be ready to deploy temporary removal of an individual or family from an extreme risk environment, often occurring after a violent incident and/or credible threat. This involves the following:

- Evaluating the urgency and credibility of the violence risk through communication with the individual, outreach workers, credible community stakeholders or law enforcement partners
- Collaborating with the individual (and possibly their family) to create a short-term plan focused on immediate protection and confidentiality, coordination of transportation, safety planning, and support services
- Arrange emergency shelter or a hotel/motel stay in a secure and undisclosed location outside the high-risk area
- Protect the location and identity of the relocated individual to prevent further targeting or risk

2.4.3 Quarterly Report Requirements

A successful Applicant will be required to submit quarterly reports that detail program progress and performance. Quarterly reports will be due within 30 calendar days of the end of each quarter, or on the date designated by Agency for report submission. Grantee will address all clarifying questions and make any necessary corrections in the timeframe designated by Agency Grant Manager. Reports must be received and approved for Grant reimbursement claims to be processed. Reports include:

- **Quarterly Narrative Report:** description of activities, challenges, successes, and progress each quarter.
- **Quarterly Expenditure Report:** details the Project's quarterly expenses. Programs will be required to report on funds subcontracted to partners, as well as direct payments to Youth (such as incentives and other direct individual support services).
- **Quarterly Data Report:** quarterly reports detailing Participant Data and/or other information such as demographic and programmatic data, as required by the Grant Agreement and agreed upon in the Project Plan. Quarterly reports will use reporting methodology prescribed by Agency under this Grant.

2.4.4 Communication and Collaboration Requirements

At a minimum, a successful Applicant will be required to:

- Participate in conversation with the Agency staff, as needed, to share successes, troubleshoot barriers, and to create a feedback loop between the Agency and other YDD programs;
- Participate in quarterly Project monitoring, which may include site visit, virtual conference, or other means;
- Participate in Agency-required collaborative professional learning conversations, activities, convening, or gatherings in support of network-wide learning, troubleshooting, decision-making, continuous system improvement, and to inform policy priorities;
- Provide input and feedback to Agency on data collection tools, including sharing methodology for collection of data, coordinating the collection of data, maintaining regular communication with Agency, including recurring learning

discussions, and provide feedback on functionality of data collection tools for improvement, and;

- Facilitate participant survey/evaluation as required by and under guidance from Agency.

Agency may, at its sole discretion, require a successful Applicant to undertake additional tasks within the scope of this RFA.

SECTION 3: PROCESS AND REQUIREMENTS

3.1 GRANT PROCESS

3.1.1 Public Notice

The RFA, including all Addenda and attachments, is published on Agency's website at <https://www.oregon.gov/Youthdevelopmentdivision/>. RFA documents will not be mailed to prospective Applicants.

Agency will advertise all Addenda on its website. Prospective Applicants are solely responsible for checking Agency's website to determine whether any Addenda have been issued. Addenda are incorporated into the RFA by this reference.

3.1.2 Questions/ Requests for Clarification

All inquiries, whether relating to the RFA process, administration, deadline, or method of award, or to the intent or technical aspects of the RFA must:

- Be emailed to the SPC;
- Reference the RFA name;
- Identify Applicant's name and contact information;
- Refer to the specific area of the RFA being questioned (e.g., page, section, paragraph number, etc.); and
- Be received by the due date and time for questions/requests for clarification identified in the Schedule.

3.1.3 Pre-Application Conference

A pre-Application conference will be held at the date and time listed in the Schedule. Prospective Applicants' participation in this conference is mandatory, or Applicant must view the published recording prior to Application submission. Applicant will be required to certify that Applicant fulfilled this pre-Application Conference requirement at time of Application.

The purpose of the pre-Application conference is to:

- Provide an additional description of the Project;
- Explain the RFA process; and
- Answer any questions Applicants may have related to the Project or the process.

Statements made at the pre-Application conference are not binding upon Agency. Applicants may be asked to submit questions in writing.

Details for the virtual session, including the webinar link, will be posted on Agency website.

3.1.4 Application Due Date

Applications and all required submittal items must be received by the SPC via Agency's SM Apply Application web portal on or before Closing. Applications received after Closing will not be accepted. All Application modifications or withdrawals must be completed prior to Closing.

Applications received after Closing are considered LATE and will NOT be accepted for evaluation.

3.1.5 Application Submission

Applicant is solely responsible for ensuring its Application is received by the SPC in accordance with the RFA requirements before Closing. Agency is not responsible for any delays due to network issues, transmission errors or mistaken delivery. Applications submitted by any means not authorized may be rejected. The following submission option(s) is permitted for this RFA:

The Agency's Application is found on the Agency's Survey Monkey Apply Application web portal ("SM Apply") at <https://oregonYouth.smapply.io>.

Applicant can also access SM Apply through Agency's website at <https://www.oregon.gov/Youthdevelopmentdivision/> and following the link for SM Apply.

Potential Applicants are strongly encouraged to register for a username and password as soon as possible after the publication of this RFA. To use Agency's SM Apply, all prospective Applicants must first request a profile at <https://oregonyouth.smapply.io>.

Agency will provide instructions on how to use SM Apply on the Agency's website.

NOTE: SM Apply will identify the specified format(s) for each specific attachment. If a PDF is specified, it must be text-readable (also referred to as text-searchable). A PDF document may contain an illustration, chart, or graphic.

3.1.6 Modification or Withdrawal of Applications

Any Applicant who wishes to modify or withdraw an Application already received by Agency must do so prior to Closing. Applicant must submit its modification or request to withdraw to the SPC using one of the manners listed in the Application Submission section. Modifications must denote the specific change(s) to the Application submission. All requests must reference the RFA name.

3.1.7 Application Rejection

Agency may reject an Application for any of the following reasons:

- Applicant fails to substantially comply with all prescribed RFA procedures and requirements;

- Application is determined to fall outside of scope per Section 4.1 Responsiveness Determination;
- Applicant makes any contact regarding this RFA with State representatives such as State employees or officials other than the SPC or those the SPC authorizes, or initiates inappropriate contact with the SPC;
- Applicant attempts to inappropriately influence an Evaluator; or
- Application is conditioned on Agency's acceptance of any other terms and conditions or rights to negotiate any alternative terms and conditions that are not reasonably related to those expressly authorized for negotiation in the RFA or Addenda.

3.2 APPLICATION REQUIREMENTS

Application must address each of the items listed in this section and all other requirements set forth in this RFA. Applicant must describe how activities will be completed. An Application that merely offers to fulfill the Project will be considered non-responsive to this RFA and will not be considered further.

3.2.1 Applicant Information and Certification Sheet

Applicant must complete and submit the Applicant Information and Certification sheet in the SM Apply portal. Sample Applicant Information and Certification Sheet (Attachment B) is provided as a reference only. All Applications are public record and are subject to public inspection after Agency issues the notice of intent to award.

3.2.2 Executive Summary (50-word limit)

Applicant must provide a short description of proposed Project, suitable for use in Agency reports to the public and the legislature.

3.2.3 Organization Description (300-word limit)

Applicant must provide an organization description that describes organization background, history, and any other relevant information.

3.2.4 Project Scope

Applicant must identify if they will provide Identification and Engagement Services and/or Comprehensive Support and Transition Services. If Applicant identifies Comprehensive and Support and Transition Services, Applicant must select two or more specific services that make up the Comprehensive Support and Transition Services. See RFA Section 2.4.2 Comprehensive Support and Transition Services for a description of specific services.

3.2.5 Application Narrative

Applicant must complete and submit responses to all evaluation items in the questions as instructed below. The individual responses must not exceed the word limits set by SM Apply for each question. When describing planned activities, Applicant should use definitive verbs in their Application narrative to describe what Applicant "will" do rather than aspirational verbs such as "hopes", "expects", "intends", "plans", or similar verbs that do not

express a firm commitment to undertake a specific action – proposals should describe the work that will take place if the proposal is funded. Applicants may reference credible sources to support evaluation responses, including but not limited to data sources provided on the YDD website:

<https://www.oregon.gov/youthdevelopmentdivision/dataresearchinformation/Pages/Youth-Data-Resources.aspx> Cited sources used to support evaluation responses must only contain data and may not be used to supplement evaluation responses.

3.2.5.1 Evaluation Item 1: Project Operations (400-word limit, 10 points)

Applicant must describe their capacity to implement the Project, including experience and effectiveness in serving the proposed Youth population(s); how Applicant is well positioned to carry out proposed activities for the Youth in their community and/or Service Area; and organizational and staff capacity to collect, manage, and report complex and sensitive data related to the Project deliverables.

3.2.5.2 Evaluation Item 2: Project Youth Population in Service Area (600-word limit, 30 points)

Item 2.1 Describe the Youth population to be served through your proposed Project. Include demographics, age range, and high or extreme risk factors Youth face making them likely Victims of violent crime (e.g. assault, stabbing, shooting). Include how Youth will be identified for services and any other information to describe the population served (See Section 2.3.2 Goals).

Item 2.2 Identify where Project services will take place (e.g. neighborhood, zip code, census tract, school district, etc.) and describe the Community Violence taking place in the proposed Service area. Provide evidence of gun violence and/or violent crime, victimization, and the impact Community Violence is having on Youth, families, and the overall community.

3.2.5.3 Evaluation Item 3: Project Services and Activities (800-word limit, 40 points)

Item 3.1 With attention to the violence reduction and interruption strategies described in Section 2.4 Scope of Activities, describe the services and activities your Project will provide. Identify any partners if partnering or subcontracting for any services.

Item 3.2 Explain how services and activities address the needs, challenges, and risk factors of the population served.

Item 3.3 Describe the model or framework your Project services or activities are based on and the expected results or outcomes for the Youth being served by your Project.

3.2.5.4 Evaluation Item 4: Project Equity and Access (400-word limit, 20 points)

Item 4.1 Describe the policies, practices, and training your organization has implemented to ensure safe, affirming, culturally responsive, and inclusive spaces for Youth, families, and staff.

Item 4.2 Describe how leadership and direct service staff expertise, experience, and training are responsive to the needs of the Youth population being served.

Item 4.3 What role do Youth, families, and the community play in the design, decision-making, implementation, and evaluation of Project services and impact?

3.2.6 Budget

Applicant must complete and submit a detailed budget with description [utilizing Attachment D] that clearly identifies reasonable costs associated with fulfilling the RFA.

NOTE: Administrative costs, including indirect costs, are allowable up to 15% of the Applicant's total budget, or federally negotiated indirect rate, whichever is greater.

If Applicant will be using an external fiscal agent, documentation of this arrangement (an agreement or letter signed by both parties indicating they intend to enter into an agreement for this purpose and describing each party's roles) must be attached to the budget description.

3.2.6.1 Budget Description (300-word limit)

The budget description explains or justifies how this funding will be used to implement or contribute to the Project outlined in the Application.

Budget descriptions should be written so that someone not specifically familiar with the program can conceptually understand the rationale, purpose, and reasons for anticipated costs.

At a minimum, the budget must include the following elements:

- Description of how funds will be utilized;
- Identification of roles and responsibilities for any staff funded by the Grant;
- Explanation of any single expenditure or subcontract more than \$10,000;
- Explanation if budget reflects a request of more than \$4,000 per Youth per year.

3.2.6.2 Prohibited Costs

The following are not allowable expenditures under this Grant:

- Automobile or real estate purchases
- Any activity or use prohibited by State law or rule or local ordinance
- Any activity or use prohibited by federal law or regulation
- Campaigning for office or campaigning on behalf of a person who is running for office or who is currently in office
- Religious instruction or recruitment
- Any activity or use that falls outside of the Project described within any Grant agreement pursuant to which the funds were distributed

SECTION 4: EVALUATION

4.1 RESPONSIVENESS DETERMINATION

Applications received prior to Closing will be reviewed for responsiveness to all RFA requirements. If the Application is unclear, the SPC may request clarification from Applicant. However, clarifications may not be used to rehabilitate a non-responsive Application. If the SPC finds the Application non-responsive, the Application may be rejected; however, Agency may waive minor mistakes in its sole discretion.

If Agency determines that a proposed Project is outside of scope of the RFA, the Application will be deemed ineligible for further consideration and be rejected. The Agency may, in its sole discretion, seek clarification from the Applicant to better understand the proposed Project; however, clarifications may not be used to materially modify the proposed Project or to bring an otherwise out-of-scope Application into compliance. Determinations made during the Project scope review are final and are not subject to Appeal.

4.2 EVALUATION CRITERIA

Responsive Applications meeting the requirements outlined in the Application Requirements and determined to meet the Project scope will be assigned to Evaluators. Evaluators will determine a score of 1 to 10 for each evaluation criterion listed below in this section.

In the event that the number of Applicants and associated budgets do not exceed the funds available for this Grant program, Agency, at its sole discretion, may conduct a less formal evaluation of the Applications meeting the requirements outlined in the Application Requirements section.

SPC may request further clarification to assist the Evaluators in gaining additional understanding of Applications. A response to a clarification request must be to clarify or explain portions of the already submitted Application and may not contain new information not included in the original Application.

SCORING RUBRIC		
10	Exemplary (Complete)	Response provides <u>thorough and complete</u> information (addresses all items), while showing <u>specific</u> expertise and understanding of the subject matter and Project. Response demonstrates <u>exemplary</u> knowledge and Applicant's ability with <u>no</u> deficiencies noted.
9		
8	Very Good (Complete)	Response provides <u>complete</u> information (addresses all items), while showing <u>specific</u> expertise and understanding of the subject matter and Project. Response demonstrates knowledge and Applicant's ability with <u>no</u> deficiencies noted.
7		
6	Good (Mostly Complete)	Response provides <u>mostly complete</u> information (addresses most but not all items), while showing <u>general</u> experience and understanding of the subject matter and Project. Response demonstrates <u>some</u> knowledge and Applicant's ability with apparent deficiencies noted.
5		

4	Fair (Incomplete)	Response provides <u>incomplete</u> information (addresses some but not all items), while showing <u>limited</u> experience and understanding of the subject matter and Project. Response demonstrates <u>some</u> knowledge and Applicant's ability with apparent deficiencies noted.
3		
2	Inadequate (Incomplete)	Response provides <u>incomplete</u> information (addresses some but not all items), and <u>does not</u> demonstrate experience and understanding of the subject matter and Project. Response <u>fails</u> to demonstrate knowledge and Applicant's ability with deficiencies noted.
1		

4.3 POINT AND SCORE CALCULATIONS

Each evaluation item is assigned a score of 1 through 10 by each Evaluator. Each evaluation item has a points value assigned. The sum of the points assigned to each evaluation item totals 100.

Step 1: Calculate the average score for each evaluation item.

The Agency will average Evaluators' scores for each evaluation item by summing the scores and dividing by the number of scores.

$$\blacksquare \quad (\text{Score A} + \text{Score B} + \text{Score C}) / 3 = \text{average score e} \quad \text{QEE''}$$

Step 2: Convert the average score for each evaluation item to a percent.

The Agency will convert the average score to a percentage of the total score possible.

$$\blacksquare \quad [(\text{Average evaluation score}) / (\text{total possible score for evaluation item})] \times 100 = \% \text{ of the total points for the evaluation item}$$

Step 3: Calculate points earned for each evaluation item.

The Agency will multiply the percent of the total score by the total points possible for the evaluation item to determine the total points awarded for the evaluation item.

$$\blacksquare \quad (\text{Percent of the total score}) \times (\text{Total points possible}) = \text{points awarded for the evaluation item}$$

Step 4: Calculate the Application Score.

The Agency will sum the points earned for each evaluation item to produce the total points awarded out of 100 for the Application. This is the Application Score.

EXAMPLE:

Applicant X receives scores of 10, 9, and 8 for an evaluation item worth 40 points. The Agency calculates the average score. The average score of 10, 9, and 8 is 9. Then the score of 9 is used as a 90% multiplier to the possible points of 40. 40 multiplied by 90% is 36. Applicant X's points awarded for the evaluation item is 36. This process is repeated for each evaluation item. The scores for each evaluation item are totaled to produce the Application Score. The Application Score is out of a total of 100 total points.

Points possible are as follows:

SECTION REFERENCE	EVALUATION CRITERIA	POINTS POSSIBLE
3.2.5.1	Evaluation Item 1: Project Operations	
	Applicant must describe their capacity to implement the Project, including experience and effectiveness in serving the proposed Youth population(s); how Applicant is well positioned to carry out proposed activities for the Youth in their community and/or Service Area; and organizational and staff capacity to collect, manage, and report complex and sensitive data related to the Project deliverables.	10
3.2.5.2	Evaluation Item 2: Project Youth Population in Service Area	
	- Describe the Youth population to be served through your proposed Project. Include demographics, age range, and high or extreme risk factors Youth face making them likely Victims of violent crime (e.g. assault, stabbing, shooting). Include how Youth will be identified for services and any other information to describe the population served (See Section 2.3.2. Goals). - Identify where Project services will take place (e.g. neighborhood, zip code, census tract, school district, etc.) and describe the Community Violence taking place in the proposed Service area. Provide evidence of gun violence and/or violent crime, victimization, and the impact Community Violence is having on Youth, families, and the overall community.	30
3.2.5.3	Evaluation Item 3: Project Services and Activities	
	- With attention to the violence reduction and interruption strategies described in Section 2.4 Scope of Activities, describe the services and activities your Project will provide. Identify any partners if partnering or subcontracting for any services. - Explain how services and activities address the needs, challenges, and risk factors of the population served. - Describe the model or framework your Project services or activities are based on and the expected results or outcomes for the Youth being served by your Project.	40
3.2.5.4	Evaluation Item 4: Project Equity and Access	
	Describe the policies, practices, and training your organization has implemented to ensure safe, affirming,	20

	culturally responsive, and inclusive spaces for Youth, families, and staff. • Describe how leadership and direct service staff expertise, experience, and training are responsive to the needs of the Youth population being served. • What role do Youth, families, and the community play in the design, decision-making, implementation, and evaluation of Project services and impact?	
TOTAL POINTS POSSIBLE		100

4.4 RANKING OF APPLICANTS

Grant funds will be awarded to Applicants in the process as described below:

The Agency will rank order each Application's Score from highest to lowest. Agency will determine rank order for each Application, with the highest score receiving the highest rank, and successive rank order determined by the next highest score.

In the event of a tie, Applications with the same score will receive the same rank. Grants will be awarded starting from the highest scored Application to the lowest scored Application until the available Grant funds are allocated.

In the event that two or more Applications receive the same total Application Score and insufficient funds remain to fully fund each tied Application, Agency will apply a tie-breaker process to determine award priority. The tie-breaker will be determined by comparing the Applications' scores on the most heavily weighted evaluation item. The Application with the higher score on that evaluation item will receive priority for funding.

If the tie is not resolved, Agency will repeat this process by comparing scores for each remaining evaluation item in descending order of assigned point value, until the tie is resolved. In the event that a tie remains after all weighted items have been compared, Agency will randomly select a remaining tied Application using a random number generator, until all funds have been allocated.

4.5 NEXT STEP DETERMINATION

Agency may conduct additional rounds of competition if in the best interest of the State. Additional rounds of competition may consist of, but will not be limited to:

- Establishing a competitive range
- Presentations/ demonstrations/ additional submittal items
- Interviews

If Agency elects to conduct additional round(s), Agency will provide written notice to all Applicants describing the next step. At any time, Agency may dispense with the selected additional round and: (1) issue a notice of intent to award to the highest ranking Applicant; (2) elect to conduct an additional round of competition; or (3) cancel the RFA.

SECTION 5: AWARD AND NEGOTIATION

5.1 AWARD NOTIFICATION PROCESS

5.1.1 Award Consideration

Agency, if it awards a Grant, will award a Grant to the highest-ranking Applicant(s) based upon the scoring methodology and process described in the Evaluation section. Agency may award less than the full scope described in this RFA.

AGENCY RESERVES THE RIGHT TO NOT SELECT ANY OR ALL APPLICANTS UNDER THIS RFA IF AGENCY DETERMINES IN ITS SOLE DISCRETION THAT A SELECTION SHOULD NOT BE MADE.

5.1.2 Notice of Intent to Award

Agency will notify all Applicants in writing that Agency intends to award a Grant to the selected Applicant(s) subject to successful negotiation of any negotiable provisions.

5.2 INTENT TO AWARD APPEAL

5.2.1 Appeal Submission

If the Agency has failed to conduct the evaluation of Applications in accordance with the criteria or processes described in the RFA, an Applicant whose Application was evaluated may choose to Appeal on the basis of a failure of the Agency to adhere to the processes and procedures outlined in the following RFA sections:

- Section 4.2 Evaluation Criteria
- Section 4.3 Point and Score Calculations
- Section 4.4 Ranking of Applicants

An Affected Applicant will have 7 calendar days from the date of the notice of intent to award to file an official Appeal form as prescribed by Agency.

If Agency receives only one Application, Agency may dispense with the evaluation process and intent to award Appeal period and proceed with Grant negotiations and award. Variation in scores among evaluators are expected and are not eligible for Appeal.

5.2.2 Online Appeal Form:

The online Appeal form must:

- Be submitted to the SPC via the method prescribed by the SPC;
- Reference the RFA name;
- Identify Affected Applicant's name, title, and contact information;
- Specify the grounds for the Appeal; and
- Be received within 7 calendar days of the notice of intent to award.

5.2.3 Response to Appeal

Agency will address all timely submitted Appeals within a reasonable time and will issue a written decision to the Affected Applicant. Appeals that do not include the required information may not be considered by Agency.

5.2.4 YDD Application Feedback Request Process

Following the Appeal submission period in a timeframe and via an online form provided by Agency, Applicants can request Application feedback related to their submitted Application.

5.3 SUCCESSFUL APPLICANT SUBMISSION REQUIREMENTS

5.3.1 Business Registry

If selected for award, Applicant must be duly authorized by the State of Oregon to transact business in the State of Oregon before executing the Grant. The selected Applicant must submit a current Oregon Secretary of State Business Registry number or an explanation if not applicable.

All corporations and other business entities (domestic and foreign) must have a Registered Agent in Oregon. For more information, see Oregon Business Guide, How to Start a Business in Oregon and Laws and Rules: <http://www.filinginoregon.com/index.htm>.

5.3.2 Insurance

Prior to execution of a Grant, the apparent successful Applicant must secure and demonstrate to Agency proof of insurance coverage meeting the requirements identified in the RFA or as otherwise negotiated. The start date of the Grant will correspond with successful Applicant's latest effective policy date of the policies required for this Grant (see Exhibit B of Attachment A).

Failure to demonstrate coverage may result in Agency terminating negotiations and commencing negotiations with the next highest-ranking Applicant. Applicant is encouraged to consult its insurance agent about the insurance requirements contained in Insurance Requirements (Exhibit B of Attachment A) prior to Application submission.

For informational purposes, Oregon Department of Administrative Services Risk Management maintains a [Commercial Insurance Agency Resource List](#). The list can be found at the following website: <https://www.oregon.gov/das/risk/pages/index.aspx> under Contracts and Risk Assessment.

5.3.3 Taxpayer Identification Number

The apparent successful Applicant must provide its Taxpayer Identification Number (TIN) and backup withholding status on a completed [W-9 form](#). Agency will not disburse any Grant funds until Agency has a properly completed W-9.

5.4 GRANT NEGOTIATION

By submitting an Application, Applicant agrees to comply with the requirements of the RFA, including the terms and conditions of the Sample Grant (Attachment A).

Any Application that is conditioned upon Agency's acceptance of any other terms and conditions may be rejected. Any subsequent negotiated changes are subject to prior approval of the Oregon Department of Justice.

In the event the parties have not reached mutually agreeable terms within 30 calendar days, Agency may terminate negotiations and commence negotiations with the next highest-ranking Applicant.

SECTION 6: ADDITIONAL INFORMATION

6.1 GOVERNING LAWS AND REGULATIONS

This RFA is governed by the laws of the State of Oregon. Venue for any administrative or judicial action relating to this RFA, evaluation, or award is the Circuit Court of Marion County for the State of Oregon; provided, however, if a proceeding must be brought in a federal forum, then it must be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event shall this section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States, or otherwise, to or from any claim or from the jurisdiction of any court.

6.2 OWNERSHIP/ PERMISSION TO USE MATERIALS

All Applications submitted in response to this RFA become the property of Agency. By submitting an Application in response to this RFA, Applicant grants the State a non-exclusive, perpetual, irrevocable, royalty-free license for the rights to copy, distribute, display, prepare derivative works of and transmit the Application solely for the purpose of evaluating the Application, negotiating a Grant, if awarded to Applicant, or as otherwise needed to administer the RFA process, and to fulfill obligations under Oregon Public Records Law (ORS 192.311 through 192.478).

6.3 CANCELLATION OF RFA; REJECTION OF APPLICATIONS; NO DAMAGES

Agency may reject any or all Applications in whole or in part, or may cancel this RFA at any time when the rejection or cancellation is in the best interest of the State or Agency, as determined by Agency. Neither the State nor Agency is liable to any Applicant for any loss or expense caused by or resulting from the delay, suspension, or cancellation of the RFA, award, or rejection of any Application.

6.4 COST OF SUBMITTING AN APPLICATION

Applicant must pay all the costs in submitting its Application, including, but not limited to, the costs to prepare and submit the Application, costs of samples and other supporting materials, costs to participate in demonstrations, or costs associated with protests.

SECTION 7: LIST OF ATTACHMENTS

ATTACHMENT A: SAMPLE GRANT

ATTACHMENT B: SAMPLE APPLICANT INFORMATION AND CERTIFICATION SHEET

ATTACHMENT C: SAMPLE APPLICATION NARRATIVE

ATTACHMENT D: SAMPLE BUDGET

ATTACHMENT E: SAMPLE DATA REPORTING REQUIREMENTS

ATTACHMENT F: SAMPLE PROJECT PLAN