

04/05	
34	<p>We are considering expanding our service area with a neighboring county for our FFY2018 proposal. Do you think this would give us a better chance of receiving the grant?</p> <p><i>Expanding your service area does not mean that your proposal has a better chance of being funded, however, demonstrating that there is additional need and that you have sufficient support from DFCS in those counties and your own the resources to meet that need is critical to the success of a proposal.</i></p>
35	<p>We had trouble finding the date that we joined e-verify. Where can we find this number?</p> <p><i>Because you are a current provider, you can find the date in your FFY2017 contract on the last page (as you completed this form for last year's contract.)</i></p> <p><i>If you are applying for the first time, and have not had to provide this for a previous contract with DHS/DFCS, you will find the date and E-Verify registration # on the approval notification when you registered online with the E-Verify site.</i></p>
36	<p>I am the Executive Director and I am a notary. Can I notarize the forms in our proposal?</p> <p><i>Yes, you can notarize the forms as long as you aren't notarizing your own signature.</i></p>
37	<p>We are writing a first-time proposal for a supervised family visitation center. Who can we accept referrals from?</p> <p><i>Referrals for supervised visitation generally come from DFCS and Juvenile Court.</i></p>
38	<p>Can we provide supervised visitation services to parents whose children are in the permanent custody of a relative?</p> <p><i>PSSF supervised visitation services are intended for families whose children have been removed from the home and are in DFCS foster care or juvenile court has placed them temporarily with relatives with DFCS oversight and the intent to reunify. You can provide those types of visits with support from another fund source.</i></p>
39	<p>Can we receive referrals from the court or attorneys or even families directly for supervised visitation? Can we include these types of cases in our PSSF proposal?</p> <p><i>PSSF supervised visitation services are intended for families whose children have been removed from the home and are in DFCS foster care or juvenile court has placed them temporarily with relatives with DFCS oversight and the intent to reunify. What you have described are 'access' visits. You can provide visitation services for those cases but they would not be 'PSSF' cases. These cases would have to be funded by another source or you would need to have a fee schedule to charge for them.</i></p>
40	<p>We are submitting two proposals, one for our current program and one for a new program. Do we have to complete Form #2 for both proposals?</p> <p><i>You will have to complete a Form #2 for both proposals. For the current program's proposal, if you are reapplying, complete Form #2A only. For the proposal for the new program, you will complete Form #2B only.</i></p>
41	<p>On the budget, it has office rental under Administrative Expenses. We are actually using our office as a supervised visitation site for a portion of our visits, so it would this be a direct service expense?</p> <p><i>No, the assignment of a cost for office space is an administrative cost so report this in the administrative cost section on the budget. You would report rental of an offsite location, such as a room at a community center for a parenting class, as a direct expense.</i></p>
42	<p>Are membership fees allowable expenses? If so, would they be included under training/professional development?</p> <p><i>You may include membership fees for organizations that are relevant to proposed services and/or are required by the evidence-based model used. You may only expense those fees for staff providing proposed services that the fees relate to and only the portion associated with time expensed on the budget. You may not include fees paid by your agency to belong to a specific network or organization that is agency related, not program or service/skill specific.</i></p> <p><i>Yes, include the allowable expenses on the budget under training/professional development.</i></p>
43	<p>How close do the total dollar values on the Service Delivery Schedule and budget need to be?</p> <p><i>The total dollars on the Service Delivery Schedule cannot exceed the total expenses on the budget and should be within \$50-100 (as close as you can get using unit costs that are even dollars (ie. \$37.00, \$125.00, etc.) or end in 25/50/75 cents (ie \$10.25, \$49.50, \$86.75).</i></p>
44	<p>Are we required to get background checks for all of our staff or just those providing direct services? For example, do those providing administrative or accounting serves need background checks as well?</p> <p><i>You are required to obtain background checks for all staff, volunteers, contractors and subcontractors who are providing direct services and any other individuals who may come into contact with, or have access to, the families and children who are receiving services.</i></p>
45	<p>We will be proposing a SafeCare program. There are three assessment components. Do we do one "S" form for each or include them all on the initial assessment form?</p> <p><i>Your initial assessment includes all three types of assessments and should be described on "S1". Then it is listed on the first line on the Service Delivery Schedule. If you completed them over 3 home visits, you would not report those as home visits, only as the initial assessment, so consider that in the description of your service delivery and the unit cost. "Home visits" is how you will report all your other parent training/educational activities with families.</i></p>
46	<p>Our Executive Director has been listed as the "Registered Agent Name" on our state's corporation registration document. This position is now vacant and an Interim is in place until 5/6/17 when the new director begins. Should we re-register now state and place the interim's name there so it will be consistent with the information on the application cover? We would have to change the name again in a month when the new director arrives. Everything else remains the same on our corporation registration and the CEO signs all forms. The Executive Director signs no forms. Please advise.</p> <p><i>We are not concerned with the identification of the registered agent on the SOS screenshot as they are not considered an officer of the corporation. The screenshot with the current information as you've described is acceptable as long as your registration has been completed for 2017.</i></p>