**CSBG Proposal Response Form: Family Self Sufficiency & FSS-Special Project**

Proposal Summary: Provide a summary which clearly describes the following (Page Limit: 1)

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| 1. A brief summary of the agency and a description of the program being proposed |
| Click or tap here to enter text. |
| 1. The services and/or resources intended for program participants |
| Click or tap here to enter text. |
| 1. How these services and/or resources fit into the agency’s mission and goals as a whole |
| Click or tap here to enter text. |
| 1. How the proposed services align with the identified priorities listed in this RFP |
| Click or tap here to enter text. |
| 1. A brief outline of the anticipated participants and outcomes |
| Click or tap here to enter text. |

Response Section: Family Self-Sufficiency and Family Self-Sufficiency- Special Projects

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| **RESPONSE 1:** Statement of Need and Description of Target Group and Area (Page Limit: 1)  Provide a complete description of the target group and target area to be served. Provide any barriers that participants typically need to be overcome to reach program goals. The description should demonstrate an in-depth understanding of the barriers faced by program participants in this target group and target area.  Please provide sources for all data and unsupported conclusions. |
| Click or tap here to enter text. |
| **RESPONSE 2:** Linking Program Goals and Services (Page Limit: 1)  Provide a complete description of the proposer’s goals and objectives for participants under this proposal. Include a list of all proposed services, resources, and activities, as well as the goals and objectives for each. Responses should clearly outline the direct link between each program goal and the proposed services by explaining how the services will directly contribute to the intended outcomes. Include any workshops or trainings intended for program participants. |
| Click or tap here to enter text. |
| **RESPONSE 3:** Service Delivery Systems (Page Limit: 2)  Describe the timeline of how participant households will be supported, stabilized, and encouraged to thrive. Responses for this section should include:  The assessment process and tools utilized for evaluating a participant’s eligibility and suitability for the program’s services.  The case management systems that will be in place, including the frequency of case manager/participant follow-ups, how a whole-family, trauma-informed, or another proven approach will be implemented, and any participant tracking processes.  How participant outcomes will be determined, recorded, evaluated, and, if applicable, adjusted.  The positive benefit, behavior change, or change in condition that is anticipated through the proposed service.  The referral and follow-up process for participants who might not have access to the proposer’s program and services.  How a duplication of services will be avoided and how the program will encourage coordination and collaboration with other community agencies.  **Employment-based proposals**, describe how participants will be prepared to undertake employment services through a Sacramento Works America’s Job Center of California (SWAJCC) and unsubsidized employment. Proposals with an employment-based approach will also complete sections (g) and (h), below.  Provide the name of the primary SWAJCC the proposer will partner with to provide services. Describe the specific services and activities offered to participants by the proposing agency as well as by the SWAJCC identified in the proposal, and explain how the proposing agency’s involvement is an added benefit to the SWAJCC’s support to participants in the search for and securing of employment.  List the services and resources intended to help participants maintain the unsubsidized employment they have secured, for 90 and 180 days |
| Click or tap here to enter text. |
| **RESPONSE 4:** Experience (Page Limit: 1)  Provide a brief description of the proposing organization’s history that includes a chronology of programs implemented during the past 5 years. Give examples of successful past programs and services that have supported participants from the same target group/area in reaching identical or similar program goals to those stated in Response 2.  If this is a new venture or program strategy, include a description of the proposing organization’s capacity to meet the proposed program goals and the rationale for implementing the proposed program strategy. |
| Click or tap here to enter text. |
| **RESPONSE 5:** Diversity, Equity and Inclusion Awareness (Page Limit: 1)  Society has systematically imposed obstacles to marginalized communities based on race/ethnicity, gender, age, mental or physical disability, sexual orientation, gender identity, and other characteristics which are historically linked to discrimination or exclusion. Describe your agency’s current efforts in addressing historic inequalities and disadvantages faced by marginalized communities. Describe how services are implemented to promote diversity, equity, and inclusion and how the efforts would fit into the proposed program. This can include linguistic and cultural awareness and practices. If there are currently no DEI systems in place, please describe how the proposer will implement DEI into the proposed program. |
| Click or tap here to enter text. |
| **RESPONSE 6:** Budget Item Justifications and Risk Assessment (Page Limit: 1)  Describe the necessity and purpose of each proposed SETA-funded Personnel Cost, Other Cost or Direct Participant Cost noted on **FORM 2,** **PROGRAM BUDGET AND COST ALLOCATION PLAN**. Describe the organization’s capacity to accept fiscal liability for any funds awarded under this RFP.  In the interest of addressing the multiple needs identified in the CAP needs assessment, and the priorities identified by SETA’s Community Action Board (CAB), the SETA grants team makes every effort to allocate funding based on need. Since need consistently outweighs funding, we are unable to fund all applications, wholly or in part. Considering this, you are asked to **include the minimum award your agency would be willing to accept and still be able to run the program.**  Funding is also subject to increases based upon availability of federal funding. Therefore, budget modifications may include increases in funding levels that exceed proposed levels. |
| Click or tap here to enter text. |