

## 2019 Domestic Violence Shelter Funding RFP

Pre-bid Conference  
September 12, 2018

Through Missouri State law at RSMo Section 488.445 City of St. Louis is able to fund the Domestic Violence(DV) program that provides financial support local shelters for victims of domestic violence for the fee from marriage licenses and surcharges on civil cases filed in the circuit court.

### Application Requirements:

- ▶ 1. Be incorporated in the state as a nonprofit corporation
  - ▶ 2. Have trustees who represent the racial, ethnic and socioeconomic diversity of the community to be served, at least one of whom must possess personal experience in confronting or mitigating the problems of domestic violence;
  - ▶ 3. Receive at least twenty-five percent of its funds from sources other than funds distributed pursuant to section 455.215. These other sources may be public or private and may include contributions of goods or services, including materials, commodities, transportation, office space or other types of facilities or personal services;
  - ▶ 4. Provide residential service or facilities for children when accompanied by a parent, guardian, or custodian who is a victim of domestic violence and who is receiving temporary residential service at the shelter;
  - ▶ 5. Require persons employed by or volunteering services to the shelter to maintain the confidentiality of any information that would identify individuals served by the shelter and any information or records that are directly related to the advocacy services provided to such individuals;
  - ▶ 6. Prior to providing any advocacy services, inform individuals served by the shelter of the nature and scope of the confidentiality requirement in subdivision (5) of this subsection.
- Additionally, a shelter does not qualify for funds if it discriminates in its admissions or provision of services based on race, religion, color, age, marital status, national origin or ancestry.

### Application Requirements Cont'd:

- ▶ If applications are received from more than one qualified shelter for victims of domestic violence and the requests for the funds exceed the amount of funds available, funds shall be allocated based on the following priorities (RSMo 455.225):
- ▶ (1) To shelters in existence on August 13, 1982;
- ▶ (2) To shelters offering or proposing to offer the broadest range of services and referrals to the community served, including medical, psychological, financial, educational, vocational, child care services and legal services;
- ▶ (3) To other facilities offering or proposing to offer services specifically to victims of physical domestic violence;
- ▶ (4) To other qualified shelters.

### 2019 Funding Timeline

- ▶ As of July 1<sup>st</sup> - Award amount will be established
- ▶ August 31<sup>st</sup> - RFP will be opened
- ▶ September 12<sup>th</sup> - Bidder's Conference - 10:00 am, 1520 Market St., 1<sup>st</sup> Floor, Room #1
- ▶ September 18<sup>th</sup> - Deadline to submit questions
- ▶ September 28<sup>th</sup> - RFP deadline - 4:00 pm, 1520 Market St., Room 4055
- ▶ November 15<sup>th</sup> - Award Notification
- ▶ January 1<sup>st</sup> - Contract Term Begins
- ▶ July 15<sup>th</sup> and January 15<sup>th</sup> - Semi-Annual Fiscal Submissions are due
- ▶ April 15<sup>th</sup>, July 15<sup>th</sup>, October 15<sup>th</sup>, January 15<sup>th</sup> - Quarterly Reports are due

### Project Proposal - Do not exceed 6 pages

- ▶ Narrative
- ▶ Client Population
- ▶ Organizational Capacity and Experience
- ▶ Summary of Service
- ▶ Participant Tracking & Report

### Attachments

- ▶ Evidence of 501(c)3 status
- ▶ Copy of System for Award Management (SAM) Report - <https://www.sam.gov>
- ▶ HHIS Participation Letter
- ▶ Organizational Chart
- ▶ Current List of Board of Directors
- ▶ Federal Form 990
- ▶ Job Descriptions
- ▶ Detailed Project/Program Budget
- ▶ Agency Budget
- ▶ Recent A133
- ▶ Recent Income Statement
- ▶ Balance Sheet for last three years
- ▶ Recent statement of cash flows
- ▶ Letter of Support from Alderperson

### Submission Date

- ▶ Date: Friday, September 28, 2018
- ▶ Time: 4:00 pm
- ▶ Provide six (6) copies - no staples

### Questions

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