

2020 Domestic Violence Shelter Funding RFP

Pre-bid Conference
October 29, 2019

Funding Source

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

Proposal Requirements:

- ▶ 1. Evidence that the shelter is incorporated in this state as a nonprofit corporation;
- ▶ 2. A list of the directors of the corporation, and a list of the trustees of the shelter if different;
- ▶ 3. The proposed budget of the shelter for the following calendar year;
- ▶ 4. A summary of the services proposed to be offered in the following calendar year;
- ▶ 5. An estimate of the number of persons to be served during the following calendar year;
- ▶ 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.

Proposal Requirements Continued:

- ▶ 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.

2020 Funding Timeline

- ▶ As of October 1st - Award amount will be established
- ▶ October 11th - RFP will be released
- ▶ October 29th - Bidder's Conference - 10:00 am, 1520 Market St., 4th Floor, Room 4065, Large Conference Room
- ▶ November 1st - Deadline to submit questions
- ▶ November 6th - RFP deadline - 4:00 pm, 1520 Market St., Room 4065 (The proposal must be in the Department at 4:00 p.m. on 11/6/19. Proposals received/signed for by the City mailroom or post office but not in the Department are not considered timely.)
- ▶ November 15th - Award Notification
- ▶ January 1, 2020 - Contract Term Begins

Project Proposal Narrative - Do not exceed 6 pages

- ▶ Overview of Shelter Program
- ▶ Client Population
- ▶ Organizational Capacity and Experience
- ▶ Summary of Services Proposed
- ▶ Participant Tracking & Reporting
- ▶ Detailed Explanation of Budget

Required Attachments - not included in page limit

- ▶ Evidence of 501(c)3 status
- ▶ Organizational Chart
- ▶ Current List of Board of Directors
- ▶ List of the trustees of the shelter (if different from Board of Directors)
- ▶ Federal Form 990
- ▶ Confidentiality Policy
- ▶ Detailed Project/Program Budget
- ▶ Agency Budget
- ▶ Recent A133 or most recent audit
- ▶ Recent Income Statement
- ▶ Balance Sheet for last three years
- ▶ Recent statement of cash flows
- ▶ Letter of Support from the Alderman/woman

Submission Date:

- ▶ Date: Wednesday, November 6, 2019
- ▶ Time: 4:00 pm
- ▶ Provide six (7) copies - no staples

Questions

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