

**Reduction of African American Child Deaths (RAACD)
Community Incubator Lead (CIL) Request for Proposals
Frequently Asked Questions**

Q: Are grantees expected to have a physical office space with staff presence onsite in the communities they are funded to serve?

A: CIL grantee organizations are required to have a physical, brick and mortar, location within the RAACD focus community it will be serving (please reference the map in the RFP) open at least five days a week. This location must be able to accommodate a county, multi-disciplinary team (MDT). The application narrative should provide further information about the space. (For example: location, general condition, acreage or square footage, cost, age, community value, parking. Are there any pre-existing environmental issues? What are the costs of expansion planning for MDT staff Teams?)

Q: May a CIL contract with an agency to house the multi-disciplinary team (MDT)?

A: Yes, a CIL may contract with an agency to house the MDT.

Q: Can there be more than one incubator lead in each focus community?

A: No. One award will be made for each community.

Q: What is the age range focus of Reduction of African American Child Deaths' efforts?

A: The work of the RAACD Steering Committee impacts children of all ages, from birth to age 24.

Q: Is support available for organizational strengthening?

A: The Technical Assistance Resource Center (TARC) will provide capacity building for funded organizations. The TARC will be made up of a "faculty" of experts on a number of topics, who will be able to provide resources and support to grantees. Additionally, grantees will be required to attend TARC-led professional learning communities to further professional development and capacity building.

Q: What is data-driven accountability?

A: In the context of RAACD, data-driven accountability means that progress toward reducing African American child deaths and the quality of programs focused on the well-being of African American children will be tracked. The information will be used to both inform ongoing improvement of RAACD activities and to demonstrate progress toward the goal of the reduction of disproportionate African American child death. Please see the description of the “Data-driven Accountability and Collective Impact” priority strategy in the RAACD [Implementation Plan for Sacramento County](#) and the RAACD evaluation overview that is posted with the [application materials](#)

Q: What is the mechanism for data-driven evaluation?

A: LPC Associates will be acting as the Data Hub and Participatory Action Research (PAR) Coordinator. Through the data hub, they will compile data from multiple sources and produce regular reports for accountability. They will be responsible for providing technical assistance as needed to the CILs. The RFQs and related information will be posted on our web page: www.shfcenter.org/RAACD.

Q: Will CILs be required to collect data to show the work that is being done? What is the expectation?

A: Evaluation contractors will be responsible for coordinating the collection and reporting of the data used to track progress toward the goal of the reduction of African American child death. When needed, CILs may be asked to assist in data collection activities, specifically those activities related to community-based participatory action research. CILs will be responsible for providing regular progress reports on the achievement of the implementation plan.

Q: Can you describe the connection between the CILs and communications activities, and possible impact on the CIL proposed budget since the communication RFP is in parallel development?

A: The Community Communications Contractor, the Observer Media Group, and all CIL grantees will be required to work together and develop an ongoing work plan that details neighborhood RAACD marketing and campaign strategies. This will take place as part of our ongoing TARC professional learning community trainings and deliverables. Successful CIL and The Observer Media Group are required to have budgets that reflect this partnership.

Q: What would a best practice incubator look like?

A: We are aware that this is a new Sacramento County initiative, and that there is not a “one-size-fits all” approach. However, we strongly believe that effective practices of CILs include using local community space as hubs, and bringing together a variety of individuals and organizations including faith-based organizations, educators, families and community partners to offer a range of opportunities, supports and services to children, youth and their families.

While we are not endorsing a particular approach, below are some examples of models:

1. Harlem Children's Zone - <http://hcz.org/>
2. Promise Neighborhood - <http://www.promiseneighborhoodsinstitute.org>
3. Family Resource Center Network of California - <http://www.frcnca.org>
4. Coalition for Community Schools - <http://www.communityschools.org>

Q: Is there a format for preparing and submitting grant applications?

A: Please follow submission guidelines as directed in the RFP. Applicants are required to use the pre-formatted fillable application form. The grant application and all materials listed in the RFP checklist must be submitted in PDF format via e-mail by 1:00 p.m. on June 22, 2016. The application form, RFP and other materials can be found online at www.shfcenter.org/raacd/funding-opportunities

Q: Was the proposers' conference mandatory?

A: No

Q: What are Cultural Brokers?

The implementation plan of the Steering Committee on Reduction of African American Child Deaths (RAACD) calls for an alignment of strategy to better serve families through cultural brokers. Currently, the Sacramento County Child Welfare department is in charge of the deployment of the cultural broker initiative, and the Steering Committee expects to align CIL leadership in Cultural Broker neighborhood efforts. Some roles and responsibilities of Cultural Brokers, include:

- working to increase the quality of the relationship between child welfare agencies and the families it serves, so that better outcomes are achieved for the families,
- helping the agency work with the family and the family work with the agency,
- being trained in child welfare program activities and purposes, child welfare mandates, and how to work with the juvenile court,
- working as intermediaries bridging the cultural gap by communicating differences and similarities between cultures, and
- mediating and negotiating complex processes within organizations, government communities, and between interest groups as liaisons, cultural guides, mediators and change agents.

Q: Should the RAACD partnership letters of support be addressed to the Steering Committee, the Center for Health Management, or a specific individual?

A: Letters of support should be addressed to the Steering Committee

Q: Will supplemental application materials be accepted?

A: Yes, you may attach supplemental materials. All documents must be in PDF format.

Q: What are the geographic boundaries for Meadowview?

A: The boundaries are by zip code, with Meadowview being in 95822 and 95832. You can read more at: <http://www.city-data.com/neighborhood/Meadowview-Sacramento-CA.html#ixzz4Bj9wvU00>

Q: What is the role of the Community Leadership Roundtable (CLR)?

The CLR is a group of volunteer members who live or work in Sacramento County and represent the six focus neighborhoods and who act as liaisons between the Steering Committee and the community, responsible for relaying information and bringing forth concerns and questions. The role of the CLR is to: partner in accomplishing the strategies of the RAACD implementation plan and advise the Steering Committee on the implementation of multidisciplinary neighborhood service efforts, community outreach messaging and emerging policy issues.

Q: Will CIL have a separate budget line item for project coordinator?

Funds for a Project Coordinator must be included in the submitted budget and narrative.

Q: Is the re-granting independently managed by the CIL or is that managed by the Center for Health Program Management?

Funds to be re-granted will be managed by the CIL and should be included in the project budget and narrative.

Q: Can partners for a lead CIL applicant be agencies/organizations that physically exist outside of the Meadowview zip code/community?

A: The CIL needs to have a physical brick and mortar location within the Meadowview community, as described in the RFP.

June 17, 2016