



REQUEST FOR APPLICATIONS – FEDERAL FUNDS AND STATE FUNDS

The State of Nebraska, Department of Health and Human Services, Office of Economic Assistance Temporary Assistance to Needy Families (“DHHS”), is issuing this Request for Applications (“RFA”) for the purposes of entering into grant agreement(s) (“subaward” or “subawards”) and awarding federal TANF funds and state funds to an eligible and qualified entity to administer crisis pregnancy services. A more detailed description may be found in **Project Description, Section 2**.

Any Applicant for this RFA must be a “non-federal entity,” as set forth in 45 CFR § 75.2 or 2 CFR § 200.69. A “non-federal entity” is limited to local governments, Indian tribes, institutions of higher education, or nonprofit organizations; further definitions in the UGG or the HHSGG may apply. Individuals and for-profit entities may not apply for this funding. All applicants must have a physical location in the State of Nebraska and act as the Network Administrator who will contract with service providers across the state to provide pregnancy support services in the State of Nebraska. Applicants must primarily promote childbirth through counseling and other services including parenting and adoption support and provide services to pregnant women and parents, or other relatives, caring for children twelve (12) months of age or younger. Applicants must not charge a fee to pregnant women or parents, or other relatives, caring for children twelve (12) months of age or younger for any service received. Successful applicants will be experienced in the Statewide administration of pregnancy support services and must be the administrator of a network of providers and not providing pregnancy support services directly. Any Application submitted by an Applicant who is ineligible shall be rejected without scoring.

RFA #	RELEASE DATE
6548	March 25, 2024
APPLICATION DUE DATE	POINT OF CONTACT
April 29, 2024	Office of Procurement and Grants

INITIAL PERIOD OF PERFORMANCE	TOTAL FUNDING AVAILABLE
July 1, 2024, to June 30, 2026	\$3,850,000.00

The resulting Subaward from this RFA is subject to and shall follow federal regulation, as set forth herein. Subrecipients receiving subawards may only be paid up to the actual and allowable costs (as defined herein) of completing the **Project Description, Section 2**. No Subawards resulting from this RFA will be fee-for-service contracts, regardless of the method of payment, and no Subrecipient may keep a profit from its subaward. More detail about the terms of this funding is set forth in **Terms, Section 5**, below. The winning Statewide administrator shall contract with a network of local service providers who shall be compensated on a fee-for-service basis in such a manner as to maximize Statewide coverage of service.

A copy of this RFA may be found online at DHHS’ website at <http://dhhs.ne.gov/Pages/Grants-and-Contract-Opportunities.aspx>. Until final Subawards are signed, all other information pertinent to this RFA, including but not limited to any amendments or addenda, will be posted on the DHHS website.

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1. RFA OVERVIEW

1.1. Funding Information

Federal Agency Name	Assistance Listing Program Name	Assistance Listing Number	Award Date	Federal Award Identifier Number (FAIN)
Department of Health and Human Services (HHS) – Administration for Children and Families (ACF)	Temporary Assistance for Needy Families (TANF)	93.558	October 27, 2021	2201NETANF
Nebraska Department of Health and Human Services – Office of Economic Assistance (DHHS)	NA	NA	July 1, 2024	NA

The total anticipated available funds for Subaward(s) under this RFA is up to \$3,850,000 (three million eight hundred fifty thousand dollars) for each year of the agreement. A total award of this amount of funds is not guaranteed, but is subject to the Applications received, to actual money awarded to DHHS from the Federal Awarding Agency, and to DHHS' discretion. DHHS may establish a cap on total amount of funds that any one Applicant, or Applicants acting jointly, may request. The total funds may be split among multiple Subrecipients in the discretion of DHHS.

Subawards from this RFA may also contain state funds. State funds from the public assistance program funds will be used to allow flexibility for services that are not covered by the federal funds.

1.2. Funding Restrictions

The total funding available is up to \$3,850,000 for each year of the agreement. The maximum award is up to \$3,850,000 for each year of the agreement. The funding available is \$2,350,000 in federal TANF funding and \$1,500,000 in state general funds for each year of the agreement. If multiple Applicants are awarded, budget adjustments may be necessary after the award of funds is released.

1.3. Period of Performance

The Period of Performance is the time during which a successful Applicant may incur costs to carry out the work authorized under this RFA and the resulting Subaward. See the definitions in 2 CFR § 200.1 or 45 CFR § 75.2. The initial Period of Performance for this RFA is from July 1, 2024, to June 30, 2026. This period may be extended by DHHS as allowable by the Federal Funding Agency. If state funds are involved in the award, this may also determine whether DHHS may extend a Period of Performance.

For the initial Period of Performance, all costs must be liquidated (i.e., spent) by June 30, 2026, and invoiced to DHHS by July 15, 2026. These dates are dependent on federal periods of allowability and DHHS' own ability to timely process payments. They may be subject to change; final dates will be included in the final Subaward between the parties. If an Applicant believes it cannot meet these deadlines, it should not apply for funding under this RFA. Obligation and liquidation deadlines may be extended as allowed by the Federal Funding Agency, but no extensions are guaranteed. Future Periods of Performance, as allowed by DHHS, may have different obligation and liquidation deadlines.

1.4. Applicable Law

Because the funds to support the activities under this RFA involve federal funds, usage of these funds is subject to federal law, in addition to any applicable state law. The Uniform Grant Guidance, [2 CFR §§ 200 et seq.](#) (“UGG”) applies to subawards funded from the United States Department of Agriculture (USDA), the Department of Housing and Urban Development (HUD), the Department of Labor (DOL), the Environmental Protection Agency (EPA) or other federal agencies. The United States Department of Health and Human Services (HHS) has adopted the UGG, but has implemented and re-codified it at [45 CFR §§ 75 et seq.](#) (“HHS GG”); for awards funded by HHS, those regulations apply. Throughout this RFA, both the UGG and the HHS GG will be cited, although they are substantially similar.

The HHS GG shall apply to this RFA if it awards funds from block grants authorized by the Omnibus Budget Reconciliation Act of 1981, unless Nebraska statute or regulation has established provisions for the payment costs and services; in all other respects, as provided herein, those block grant subawards are governed by [45 CFR §§ 96 et seq.](#)

Additional federal and state statutes and regulations may apply to the funding contained herein. These may be included in **Additional Funding Requirements, Section 5.6**, below, as well as in the Subaward itself.

Further information about allowable costs and activities may be set forth herein.

1.5. Eligible Entities

Any Applicant for this RFA must be a “non-federal entity,” as set forth in 45 CFR § 75.2 or 2 CFR § 200.69. A “non-federal entity” is limited to local governments, Indian tribes, institutions of higher education, or nonprofit organizations; further definitions in the UGG or the HHS GG may apply. Individuals and for-profit entities may not apply for this funding. Applicants may submit a maximum of one (1) application under this funding announcement.

Mandatory Applicant Qualifications:

Successful applicants will meet the following minimum mandatory qualifications:

- Applicants must have a physical location in the State of Nebraska.
- Applicant’s primary purpose must be the promotion of childbirth through counseling and other services including parenting and adoption support.
- Applicant must identify and contract with a network of providers to provide services to pregnant women and parents, or other relatives, caring for children twelve (12) months of age or younger, that could include, but is not limited to: clothing, counseling, diapers, food, furniture, healthcare parenting classes, postpartum recover, shelter, and other supportive services, programs, or related outreach.
- Applicants must not charge a fee to pregnant women and parents, or other relatives, caring for children twelve (12) months of age or younger for any services received.
- Applicants must be entities experienced in the Statewide administration of pregnancy support services.
- The applicant must be the administrator of a network of providers and **CANNOT** serve the role of both the administrator of network providers and a local provider of services. The winning Statewide administrator shall contract with a network of local service providers who shall be compensated on a fee-for-service basis in such a manner as to maximize Statewide coverage of service.

Any Application submitted by an Applicant who is ineligible shall be rejected without scoring.

1.6. Award of Funding

DHHS will evaluate Applications in the manner set forth herein. An Intent to Subaward will be posted on the DHHS Website with selected Applicant(s). Funds will be awarded through a written agreement, termed a Subaward, which will incorporate this RFA by reference. No promise for funds is binding on DHHS, and no funds will be paid to any Applicant until a Subaward has been executed by both the Applicant and DHHS.

DHHS has the option to renew this subaward agreement for up to two (2) additional one-year periods on terms mutually agreed upon by the parties. Total funding available for each optional renewal period will be up to \$3,850,000 (three million eight hundred fifty thousand dollars). Renewal budgets will be submitted at the time of renewal in writing on terms mutually agreed upon by both parties.

In the Evaluation of Applications, DHHS shall not discriminate for or against an organization on the basis of the organization's religious character or affiliation, as consistent with [45 CFR §§ 87 et seq.](#)

2. PROJECT DESCRIPTION

2.1. Background and Purpose

The Nebraska Department of Health and Human Services, Office of Economic Assistance (DHHS) is issuing this RFA for the purposes of identifying a network administrator to contract with service providers who will provide services to pregnant women, parents, and other relatives caring for children twelve (12) months of age or younger by promoting childbirth, parenting, and adoption. This program will be offered statewide by utilizing a statewide network of local service providers.

Crisis pregnancy support services will include the following:

- Activities that promote healthy relationships for two parents and co-parenting families such as counseling, safety lessons, and other educational classes.
- Services related to parenting and life skills such as parenting classes and nutrition education.
- Provide referrals to other assistance programs as necessary.
- Provide certain goods and services such as car seats, cribs, and other necessities.

2.2. Project Goals and Objectives

The goal of the Nebraska's Crisis Pregnancy Program is to provide services to pregnant women, parents, and other relatives caring for children twelve (12) months of age or younger by promoting childbirth, parenting, and alternatives to termination of pregnancy through a Network Administrator. The Network Administrator will enter into agreements with providers to provide the crisis pregnancy services to clients statewide. The Applicant will also be responsible for providing DHHS with monthly reports as described in **Reporting Requirements, Section 2.7**. Further, Nebraska's Crisis Pregnancy Program must meet purpose four (4) of the Temporary Assistance for Needy families (TANF) grant as specified in 42 U.S.C. § 601, which is to encourage the formation and maintenance of two-parent families. The TANF purpose will be met by providing the services and activities included in **Allowable Activities and Expenses, Section 2.3**.

2.3. Allowable Activities and Expenses

Allowable Activities

It is expected that the funding for pregnant women and parents, or relatives, caring for children twelve (12) months of age or younger will increase the number of families served through the program annually; increase community awareness of available services, and increase the availability of these services. Funding may also be used to provide new and expanded services. Applicants who choose to also provide new and expanded services must thoroughly describe the strategy to provide those services.

Applicants must ensure network providers provide at minimum ALL the following services:

- Parenting and family classes/counseling classes. Applicants must include curriculum to be used or a description of the class curriculum, lessons, goals, and outcomes. Applicants should indicate whether the curriculum is an evidence-based curriculum.
- Infant/safety lessons
- Mother and child nutrition education, including the risks of alcohol and tobacco, opioids, or other harmful drugs.
- Outreach for other community partners and agencies not provided by the organization (e.g., WIC, Food Assistance, and Child Care Assistance)
- ABCs of Safe Sleep. The list of approved materials as well as additional program information is available here: <https://dhhs.ne.gov/Pages/Safe-Sleep-Campaign-Toolbox.aspx>

In addition, Applicants will ensure network providers provide pregnancy support services which may include but are not limited to:

- Information and counseling regarding pregnancy, fetal development, childbirth, childcare, parenting, and adoption.
- Mentoring services related to parenting and life skills.
- Referral to other services available to support pregnant females and childbirth, including neonatal health care services.
- Promotion of public awareness of other resources that support childbirth.
- Programs to provide or assist expectant parents and their unborn children to obtain certain goods and services including cribs, car seats, maternity clothes, and baby clothes.

Additional Requirements for All Allowable Activities:

- Applicants must ensure network providers provide confidential counseling and/or mentoring.
- Applicants must ensure network providers provide a non-judgmental atmosphere of understanding and support.

Allowable Expenses:

The following costs are allowable under this RFA:

1. Case management
2. Curriculum materials and other training materials
3. Personnel
4. Fringe benefits
5. Travel
6. Equipment
7. Contractual Expenses
8. Supplies
9. Other direct costs, with an explanation of the expense

Allowable purchases include clothing, non-behavioral counseling, food, furniture, shelter, necessary baby and other reasonable and appropriate supportive services, programs, and/or related outreach. Other examples include car seats, strollers, and other items allowed to meet the programs' purpose.

TANF Funds must be used only for crisis pregnancy education, mentoring, and activities to strengthen families.

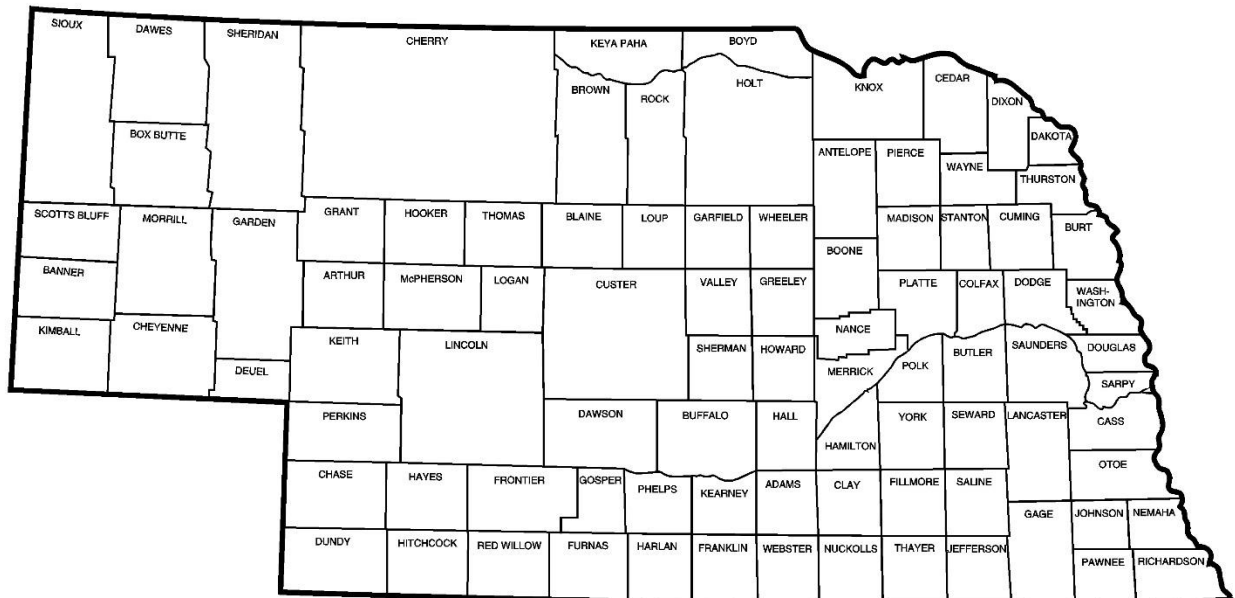
2.4. Unallowable Activities and Expenses

This grant is funded in whole or in part with Federal TANF dollars. Unallowable expenses under this grant include, but are not limited to the following:

- Medical services and/or expenses that would be covered by Medicaid (i.e., ultrasounds, medical tests or medications prescribed by a doctor).
- Costs for construction, rehabilitation, and purchases of buildings.
- Costs for entertainment, including amusement activities and any costs directly associated with such costs.
- Purchasing buildings, facilities, or real property.
- Any payment made to pay a bad debt.
- Termination of pregnancy.

2.5. Geographical Area Served

Statewide coverage of Crisis Pregnancy services is expected. Applicant must list the Nebraska counties where it currently offers Crisis Pregnancy programming and services and describe their approach to meeting this expectation in the Applicant's Organizational Overview.



2.6. Performance Requirements

Applicant will be required to submit proposed quarterly benchmarks and indicates as a response in Question 11 in **Form 3 - Applicant's Work Plan**. Applicant will be required to report on these measures over the course of the Period of Performance.

Applicant will be required to develop a survey for each provider to use to gather feedback from pregnant women/parent(s) served. This survey will measure how satisfied families were with the services, areas of improvement for the provider or recommendations for additional services that they could benefit from. Additional survey measures may be added or adjusted by the applicant. DHHS reserves the right to require adjustments and modifications to the proposed performance measures. The final survey questions must be reviewed and approved by DHHS prior to implementing the survey.

DHHS will complete desk audits of reports, conduct site visits, and complete monitoring of all invoices received. The applicant will complete regular audits, site visits, and monitoring for all invoices from the identified service providers.

2.7. Reporting Requirements

The Applicant will provide DHHS with a copy of all provider contracts within 30 days of being finalized. Applicant must submit quarterly reports by the 15th day of the month following the end of each quarter. Reports must include, at a minimum the following data:

- Number of providers actively serving pregnant women/parent(s).
- Number of new providers or new areas served.
- Number of pregnant women/parent(s) served per month per provider.
- Services provided monthly, to each pregnant woman and parent.
- Referrals to outside resources including adoption services.
- Number of surveys completed with the results of surveys (such as number of women satisfied or dissatisfied with services received).
- Increase in pregnant women/parent(s) served each month.

3. RFA PROCEDURE

This RFA seeks Applications to complete activities allowable under the funding source identified in **Funding Information, Section 1.1**, above. All Applications must conform to all instructions, conditions, and requirements included in this RFA. Applicants should carefully examine this RFA, as well as the requirements on the state or federal funds involved. Applications that DHHS determines do not conform to the requirements of this RFA, or Applications from ineligible entities, may be considered non-responsive and rejected without scoring.

3.1. RFA Point of Contact (“POC”)

Nebraska Department of Health and Human Services (DHHS)
 Division of Operations
 Office of Procurement and Grants
 PO Box 94926
 Lincoln, NE 68508
Dhhs.grants@nebraska.gov

From the date the RFA is issued until the Intent to Subaward is issued, communication from the Applicant or prospective Applicant is limited to the POC listed above (but see exceptions, below). After the Intent to Subaward is issued, the Applicant may communicate with individuals DHHS has designated as responsible for negotiating the Subaward on behalf of DHHS. No member of the state government, employee of the state, or member of the Evaluation Committee is empowered to make binding statements regarding this RFA. The POC will issue any clarifications or opinions regarding this RFA in writing. Only the POC has the authority to modify the RFA, answer questions, or render opinions on behalf of DHHS. Applicants shall not have any communication with or attempt to communicate with or influence any Evaluator.

The following exceptions to these restrictions are permitted:

1. The email submission of the Application via ShareFile to the designated email address designated in **Submission of Applications, Section 3.4**.
2. Contact made pursuant to pre-existing contracts, subawards, or obligations.
3. Contact required by the schedule of events, or an event scheduled later by the RFA POC.
4. Contact required for negotiation and execution of the final subaward.

DHHS reserves the right to reject an Applicant's application, withdraw an Intent to Subaward, or terminate a Subaward if DHHS determines there has been a violation of these procedures.

3.2. Schedule of Events

ACTIVITY	DATE/TIME
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Release RFA	March 25, 2024
Last day to submit written questions	April 8, 2024
State responds to written questions through RFA “Addendum” and/or “Amendment” to be posted to the Internet at: http://dhhs.ne.gov/Pages/Grants-and-Contract-Opportunities.aspx	April 15, 2024
Application Review Period Begins (Application due date)	April 29, 2024
Evaluation Period	April 30, 2024 – June 3, 2024
Post “Intent to Subaward” to Internet at: http://dhhs.ne.gov/Pages/Grants-and-Contract-Opportunities.aspx	June 4, 2024
Period of Performance Start*	July 1, 2024

**The Period of Performance start may occur before a Subaward is finalized, agreed to, and executed by the parties. Because this is just the period during which costs are allowable, it does not reflect that any agreement between DHHS and any successful Applicant has gone into effect or is binding in any way. No binding agreement has been made between DHHS and any Applicant until a Subaward is fully executed by both parties.*

3.3. Written Questions and Answers

Questions regarding information needed for an Application, as well as the meaning or interpretation of any RFA provision, must be submitted in writing to POC via email and clearly marked “RFA Number (6548); Questions.” The POC is not obligated to respond to questions that are received late, as set forth in the Schedule of Events.

Applicants should present, as questions, any assumptions upon which the Application is or might be developed. Applications will be evaluated without consideration of any known or unknown assumptions of an Applicant. The Subaward will not incorporate any known or unknown assumptions of an Applicant.

Questions must be sent via e-mail to **DHHS.Grants@nebraska.gov**. DHHS recommends that Applicants submit questions using the following format:

RFA Section Reference	RFA Page Number	Question

Written answers will be posted at the DHHS Website per the Schedule of Events. Written answers will become part of this RFA.

3.4. Submission of Applications

DHHS is accepting either electronically submitted responses or hard copy, paper responses for this funding opportunity. Applicants must submit a complete Application, including all the parts required herein, in one of two ways:

1. Electronic Response:

Applicants submitting electronically can upload the response via ShareFile here:

ShareFile link:

<https://nebraska.sharefile.com/r-r418fd12c37e0451784b2d2b73405f6f4>

Applicants should reference **Attachment 1 End User Guidance: Shared File Link** for more information regarding ShareFile.

The submission shall include the Application as a single Portable Document Format (PDF) or multiple PDFs. Failure to provide the Application in the correct format may result in DHHS being unable to read or open the Application and thus rejecting it without Evaluation.

The applicant should clearly identify the uploaded response files. To assist in identification please use the following naming convention:

RFA6458 ABC Company

If multiple files are submitted for one funding opportunity, add number of files to file names:

RFA6458 ABC Company File 1 of 2

If multiple responses are received, DHHS will retain only the most recently submitted response. It is the Applicant's responsibility to submit the response by the date and time indicated in the Schedule of Events. DHHS retains sole discretion regarding the submission method used. Electronic responses must be received by DHHS by the date and time of the due date per the Schedule of Events. No late responses will be accepted.

2. Physical Mailing Response:

Option 1. Submission directly to the POC via United States Postal Service mail. The Application shall be sent to the POC's address listed above in **RFA Point of Contact, Section 3.1**. The Application itself shall remain sealed and shall not be opened until the beginning of the Application Review Period.

Option 2. Hand delivered responses or responses delivered by FedEx or UPS should be delivered to:

ATTN: Office of Procurement and Grants
DHHS - 3rd Floor Reception Desk
301 Centennial Mall South
Lincoln, NE 68509

The Application itself shall remain sealed and shall not be opened until the beginning of the Application Review Period.

Regardless of submission method, Applicants must use the forms supplied by DHHS in this RFA unless specifically otherwise indicated herein. All Applications must be received by the beginning of the Application Review Period, as stated in the **Schedule of Events, Section 3.2**.

3.5. Form of Application Submission

Submission Requirement	Required Form provided by DHHS
Form 1 – Cover Sheet	Yes
Form 2 – Organizational Overview	Yes
Form 3 – Applicant's Work Plan	Yes
Form 4 – Applicant's Budget	Yes

3.6. Evaluation Committee

Applications are evaluated by members of an Evaluation Committee(s). The Evaluation Committee(s) will consist of individuals selected at the discretion of DHHS. All members of the Evaluation Committee will

disclose to DHHS any potential conflicts of interest before evaluation. Members with a conflict will be removed from the Evaluation Committee before scoring.

Any contact, attempted contact, or attempt to influence an evaluator that is involved with this RFA may result in the rejection of this Application and further administrative actions.

3.7. Evaluation of Applications

All complete Applications that are responsive to the RFA will be evaluated. DHHS reserves the right to evaluate Applicants and award funds in a manner utilizing criteria selected at DHHS' discretion and in the best interest of meeting the objectives of the funding involved. The Evaluation will be conducted by the following method:

DHHS will initially evaluate all Applications to determine whether the Applicant is an eligible entity; whether the Application meets the minimum requirements of this RFA; and whether the Applicant poses risk of noncompliance with federal statutes, regulations, and the terms and conditions of the Subaward, such that DHHS should not award funding. DHHS will award to the top scoring Applicant or Applicants, as DHHS determines and as funding allows. DHHS will conduct a fair, impartial, and comprehensive evaluation of all Applications in accordance with the predetermined criteria based on the Application. The Applicant's responses to the Forms will be scored through a point method set forth below. DHHS will evaluate on the following categories with a maximum point potential for each:

1. **Applicant's Organizational Overview.** Applicants will receive high scores if they have a defined and clear organizational structure; organizational experience in federal grants; qualified and capable personnel with experience in federal grants or equivalent credentials or experience; or can otherwise demonstrate that they will be a reliable subrecipient who will use all awarded funds in a manner consistent with law and the requirements of this RFA. **(50 points)**
2. **Applicant's Work Plan.** Applicants will receive higher scores if their work plan responds to the Project Description and meets the goals or objectives of the federal funding and RFA, as well as evidencing the ability to meet expected outcomes, adhere to reporting deadlines or other deadlines, and complete any required evaluation activities. DHHS exercises sole discretion as to whether the Application adequately addresses the purposes and objectives of the federal funding DHHS has received. **(100 points)**
3. **Applicant's Budget.** Applicants will receive higher scores if the budget is tailored to the work plan and utilizes allowable direct and indirect costs. Total request for funding itself will not determine score; rather, Applicants will be scored based on whether budget accurately reflects allowable costs of completing the work set forth in the work plan. **(25 points)**

There are **175** total points available for Applications under this RFA.

DHHS may award to a single top Applicant, or may award to multiple top scoring Applicants, at its sole discretion. If all Applicants meet the minimum requirements and are meritorious, DHHS may also elect to award to all Applicants.

3.8. Late Applications

Applications received after the time and date of the Application opening will be considered late Applications. Late Applications will be rejected. All Applications must be electronically or physically received by the date and time of the Application Opening. The State is not responsible for Applications that are late or lost regardless of cause or fault. It is the Applicant's responsibility to ensure Applications are received timely.

3.9. Corrections

An Applicant may correct a mistake in an Application prior to the time of opening by giving written notice to the POC of intent to withdraw the Application for modification, or to withdraw the Application completely. Changes in an Application after the Evaluation Period has begun are acceptable only if the change is made to correct a minor error. Whether an error is minor shall be determined by DHHS.

3.10. Grievance and Protest Procedures

All grievances must follow the DHHS Subaward Grievance/Protests Procedures, available on the DHHS website. Grievances must be filed timely.

3.11. DHHS Reservations of Authority During Application and Evaluation Process

After Evaluation of the Applications, or at any point in the RFA process, DHHS may take one or more of the following actions:

1. Amend the RFA.
2. Extend the time of or establish a new Application opening time (i.e., allowing additional time to submit Applications).
3. Waive deviations or errors in the RFA process and in Applications that are not material, do not compromise the RFA process or an Application, and do not improve an Applicant's position.
4. Accept or reject a portion of or all of an application.
5. Accept or reject all Applications.
6. Withdraw the RFA.
7. Elect to reissue the RFA.

DHHS reserves the right to adjust the Applicant's budget with successful Applicants after the Intent to Subaward is issued. DHHS also reserves the right to adjust the Work Plan with Applicant to meet the requirements of the grant, Federal Funding Agency, law, or to meet DHHS programmatic needs. DHHS also reserve the right to apply additional conditions based on the successful Application and the result of a pre-award risk assessment. If a scoring method is used to rank applications to determine funding amounts, all adjustments shall have no bearing on rank

If DHHS rejects all Applications, it may either reissue an RFA with the same or different specifications and terms, or it may negotiate a single or multiple Subawards with individual Applicants or non-Applicants.

4. APPLICATION INSTRUCTIONS

4.1. Application Contents

A complete, responsive Application must contain the following completed documents:

1. Form 1 – Application Form and Cover Sheet
2. Form 2 – Organization Overview
3. Form 3 – Applicant's Work Plan
4. Form 4 – Applicant's Budget

Applications that do not contain all of the required sections will be rejected. Forms will be posted on the DHHS Website, which Applicants may fill in and submit.

4.2. Applicant's Organizational Overview

The Applicant's Organizational Overview section shall contain the following information about the Applicant. If the Application is a cooperative or joint venture between two or more entities, all information required in this section shall be provided for all entities, even if a new legal entity has been created or is planned to be created for the purposes of the Subaward.

1. **Organization Information.** Applicant's full legal name, including any other "doing business as" names, or any previous names the organization used. A UEI number shall be provided. A parent UEI number shall also be provided, if applicable.
2. **Organization Profile:** Describe in detail the services the Applicant organization intends to contract to the service providers. Include the following:
 - Intake process.
 - Services provided after intake.
 - How the services are provided/received.
 - Any follow up services provided.
 - Logistics of operations.
 - Geographical areas of coverage.
 - List of any services considered unique to the Applicant organization. Attach the organizations website address and a brochure of other printed material that provide information on applicant organization.
 - Describe the population the Applicant organization services, including any demographic information as well as family makeup.
 - Number of families for who the organization has provided family planning, adoption services, and childbirth promotion; parenting education/development, and infant mortality services.
3. **Summary of Federal Grants Experience.** A description of the Applicant's previous experience with receiving federal funds. This shall include, but not be limited to, experience receiving federal funds as a recipient or a subrecipient. Applicant should describe and demonstrate knowledge of the Uniform Grant Guidance / HHS Grants Guidance (as applicable), as well as any specific experience with the particular federal program and funding source that funds this RFA.
4. **Summary of Programmatic Experience.** A description of the Applicant's experience with the type of programming or work contained in the Project Description, or other relevant work. Response should include the following:
 - Clearly identify the Applicant organization's primary purpose.
 - What indicators does the Applicant use to determine effectiveness?
 - What outcomes has the Applicant achieved related to promoting childbirth, parenting education, and adoption?
 - Describe the Applicant's experience providing services in the following areas:
 - Childbirth promotion.
 - Parenting education/development.
 - Adoption assistance.
 - Reducing infant mortality.
5. **Personnel and Management.** Applicant should identify individuals employed by the Applicant, on its board of directors, or otherwise affiliated with the Applicant, who have a demonstrated knowledge or experience with federal grants, the Uniform Grant Guidance or the HHS Grants Guidance, programmatic experience, or other relevant experience.
6. **Agreements Terminated or Costs Disallowed.** Applicant must provide a summary of any agreements executed within the last five (5) years with federal awarding agencies or pass-through entities (either as grant agreements, cooperative agreements, subawards, or contracts) that:
 - Were terminated for cause; or
 - Where Specific Conditions were placed on Applicant (see 2 CFR § 200.208 or 45 CFR § 75.207).

If an Applicant has been disbarred by the United States Federal government, it is not eligible to receive funding under this RFA.

4.3. Applicant's Work Plan

The Work Plan must respond in detail to the Project Description. It must contain a description of the work activities the Applicant is proposing to complete under the RFA. It should contain an understanding of the requirements for the project under the applicable federal or state funding sources (or both), and, as applicable, descriptions of timelines, outcome/process measures, and program evaluation activities.

4.4. Applicant's Budget

Each budget should contain only costs that are allowable under the applicable federal statutes, regulations, terms, and conditions of this RFA. Applicants will not be allowed to change their budgets once submitted to DHHS, unless the POC specifically requests, in writing, budget changes. Budgets may be modified as required by DHHS or in agreement between DHHS and the Applicant after the Intent to Subaward is announced. Applicants should not rely on budget changes or modifications in submitting their proposed budget but should be able to perform the program activities consistent with their budget.

Part of this grant is funded with Federal TANF dollars. Unallowable expenses under this grant for TANF funds include, but are not limited to the following:

- Medical services and/or expenses that would be covered by Medicaid (i.e., ultrasounds, medical tests, or medications prescribed by a doctor).
- Costs for construction, rehabilitation, and purchases of buildings.
- Costs for entertainment, including amusement activities and any costs directly associated with such costs.
- Any payment made to pay a bad debt.

If an Applicant has or has prepared a cost allocation plan for this subaward, it may submit it along with the Application.

If Applicants plan to charge indirect costs other than through a cost allocation plan, Applicants must provide one of the following along with their budget:

1. A current federally approved indirect cost rate agreement.
2. A currently approved indirect cost rate agreement with DHHS.
3. A calculation of de minimis indirect costs consistent with federal rules. DHHS may provide a calculator to aid programs in calculating de minimis indirect costs, upon request.

Indirect costs and cost allocation plans may also be negotiated after the Intent to Subaward. As consistent with law, Applicants may voluntarily opt to take a lower indirect rate than their approved agreement, or indirect cost calculation, allows.

5. TERMS

Applicants must be aware of the following terms when submitting their Applications. These terms will be included in the resulting Subaward between the parties, as well.

5.1. Addenda

The following Addenda will be incorporated into any Subaward with a selected Applicant. They are available online at the DHHS Website:

- Addendum A - DHHS Standard Terms – Subawards
- Addendum C - DHHS Business Associate Agreement Provisions

DHHS reserves the right to amend these terms at any time during the RFA; to negotiate the terms with selected Applicants; to amend or change these terms for any subsequent Subaward signed and

executed by the parties; or any combination of the above. Terms required by federal, or state law will not be negotiated, and if an Applicant cannot agree to these terms, DHHS may withdraw or modify the Intent to Subaward and take any of the actions set forth herein.

5.2. Budget Changes

The final Subaward may contain terms to allow a Subrecipient to modify a budget, with or without approval from DHHS. Applicants should not, however, rely on this when submitting budgets.

5.3. Direct Costs

Under this Subaward, DHHS shall only pay for actual and allowable costs (as defined in this section) incurred during the Period of Performance.

To be allowable, all costs must be:

- Necessary for the performance of the Subaward activities.
- Reasonable, as provided in 2 CFR § 200.404 or 45 CFR § 75.404.
- Allocable to the federal award, as provided in 2 CFR § 200.405 or 45 CFR § 75.405.
- Consistent with all other requirements of the Cost Principles in 2 CFR § 200 Subpart E or 45 CFR § 75 Subpart E.
- Consistent with all other law, regulation, policy, or other requirements applicable to the state or federal funds involved.

To be actual, all costs must be finalized and spent by the appropriate dates set forth in the Subaward.

Particular Federal Funding Agencies may have additional requirements and stipulations regarding allowable costs under that particular funding.

Applicants should be aware that direct personnel costs must be consistent with 45 CFR § 75.430 or 2 CFR § 200.430, as applicable. These costs must be able to be backed by sufficient documentation or must be shown to be allocable to the award via an alternative, allowable method, such as a random moment time study.

5.4. Indirect Costs

Federal law defines indirect costs as “costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved.” 2 CFR § 200.1 and 45 CFR § 75.2. All indirect costs may only be paid if they are consistent with the UGG or HHS GG, as applicable.

As provided in 2 CFR § 200.414 and 45 CFR § 75.414, indirect costs may only be paid from a federal grant if paid through a federally approved rate or a rate negotiated between DHHS and the Applicant. If the Applicant has never had a federally approved indirect rate, it may charge indirect costs as consistent with the federal rules for *de minimis* indirect costs.

Cost Allocation plans may set forth a direct allocation of all costs under a Subaward or may allocate only a portion of those costs along with an indirect rate. Subrecipients may not, however, charge items as direct costs and also as indirect costs.

5.5. Program Income

Any revenue generated by the Subaward is Program Income (see definition in 2 CFR § 200.1 or 45 CFR § 75.2). Program Income requires an accounting of its use and must be handled in accordance with 2 CFR § 200.307 or 45 CFR § 75.307. As per the Notice of Award for the federal funds involved in this RFA

or from other regulation, all program income generated by the Subawards awarded as a result of this RFA must be handled under the addition method. Please see the regulations cited above for more detail.

5.6. Additional Funding Requirements

Human Trafficking Provisions. Any award of funding is subject to the requirements of Section 106(g) of the “Trafficking Victims Protection Act of 2000” (22 U.S.C. 7104). The full text of this requirement is found at <https://www.acf.hhs.gov/grants/administrative-and-national-policy-requirements>

Mandatory Disclosures. Any award of funding is subject to the requirements in 31 U.S.C. 3321, 41 U.S.C. 2313, and provisions found in Federal regulations at 45 CFR §75.113 and Appendix XII of this part, and 2 CFR Parts 180 and 376 for debarment and suspension. Non-Federal entities must disclose all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to comply may result in any noncompliance remedies, including debarment and suspension.

Non-Discrimination Legal Requirements for Recipients of Federal Financial Assistance. Applicants must administer their project in compliance with federal civil rights laws that prohibit discrimination on the basis of race, color, national origin, disability, age and, in some circumstances, religion, conscience, and sex (including gender identity, sexual orientation, and pregnancy). This includes taking reasonable steps to provide meaningful access to persons with limited English proficiency and providing programs that are accessible to and usable by persons with disabilities. The HHS Office for Civil Rights provides guidance on complying with civil rights laws enforced by HHS. See <https://www.hhs.gov/civil-rights/for-providers/provider-obligations/index.html> for additional information.

Applicant must take reasonable steps to ensure that their project provides meaningful access to persons with limited English proficiency. For guidance on meeting the legal obligation to take reasonable steps to ensure meaningful access to your programs or activities by limited English proficient individuals, see <https://www.hhs.gov/guidance/document/limited-english-proficiency-lep-resources-effective-communication>

Applicants must provide program access, reasonable modifications, and take appropriate steps to provide effective communications to individuals with disabilities. For information on specific legal obligations for serving qualified individuals with disabilities, see <https://www.hhs.gov/civil-rights/for-individuals/disability/index.html>

HHS funded health and education programs must be administered in an environment free of sexual harassment, see <https://www.hhs.gov/civil-rights/for-individuals/sex-discrimination/index.html>

Applicant must comply with applicable federal religions nondiscrimination laws and applicable federal conscience protection and associated anti-discrimination laws. See <https://www.hhs.gov/conscience/conscience-protections/index.html> and <https://www.hhs.gov/conscience/religious-freedom/index.html> for more information

Posting Federally Funded Disclaimer Language on Documents: In accordance with Section 505 of Public Law 115-31, the Consolidated Appropriations Act of 2017 is applicable to the non-discretionary programs. “When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all recipients receiving Federal funds included in this Act, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state:

1. The percentage of the total costs of the program or project which will be financed with Federal money.
2. The dollar amount of Federal funds for the project or program.

3. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.”

Prohibition on Expending HHS Award Funds for Covered Telecommunications Equipment or Services as Per 2 CFR §200.216: Effective August 13, 2020, 2 CFR §200.216 applies to all programs. "Prohibition on certain telecommunications and video surveillance services or equipment."

1. As described in 2 CFR 200.216, recipients and subrecipients are prohibited to obligate or spend grant funds (to include direct and indirect expenditures as well as cost share and program) to:
 - a. Procure or obtain.
 - b. Extend or renew a contract to procure or obtain.
 - c. Enter into contract (or extend or renew contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Pub. L. 115- 232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - i. For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - ii. Telecommunications or video surveillance services provided by such entities or using such equipment.
 - iii. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise, connected to the government of a covered foreign country.”

Salary Limitation – Federal Executive Level II. Federal funds for these programs consistently include a provision as part of the Consolidated Appropriations Act (e.g., Public Law 115-31, May 5, 2017) from Congress that the amount that “shall be used to pay the salary of an individual, through a grant or other extramural mechanism” including non-federal share, must not exceed the amount of the Federal Executive Level II salary for that calendar year. This amount is published annually by the U.S. Office of Personnel Management and can be found on their website at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2017/executive-senior-level> under the “Rates of Pay for the Executive Schedule” link. This amount reflects an individual's base salary exclusive of fringe benefits and any income that an individual may be permitted to earn outside of the duties of the non-Federal entities organization. This salary limitation also applies to subawards, contracts, and subcontracts under an ACF grant or cooperative agreement.

Federal Funds Accountability and Transparency Act (FFATA) Requirements. Awards under these programs are included under the provisions of P.L. 109-282, the “Federal Funds Accountability and Transparency Act of 2006” (FFATA). Under this statute, the award recipient is required to report information regarding executive compensation and all subawards, contracts, and subcontracts in excess of \$25,000 through the Federal Subaward Reporting System (<https://www.fsrs.gov/>) and in accordance with the terms found in Federal regulations at 2 CFR Part 170, including Appendix A.

Smoking Prohibitions: In accordance with Title XII of Public Law 103-227, the “PRO-KIDS Act of 1994,” smoking may not be permitted in any portion of any indoor facility owned or regularly used for the provision of health, day care, education, or library services to children under the age of 18, if the services

are funded by Federal programs whether directly or through State, Territories, local and Tribal governments. Federal programs include grants, cooperative agreements, loans, and loan guarantees, subawards, and contracts. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions or facilities and used for inpatient drug and alcohol treatment. The above language must be included in any subawards that contain provisions for children's services and that all subawards shall certify compliance accordingly. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day.

This RFA and any resulting Subaward will be subject to the HHS Grants Policy Statement. A copy of it is available here: <https://www.hhs.gov/sites/default/files/grants/grants/policies-regulations/hhsgps107.pdf>

END OF SECTION TEXT

6. GLOSSARY OF TERMS

All terms shall have the meaning as set forth in 2 CFR §§ 200 et seq. or 45 CFR §§ 75 et seq. unless otherwise specifically set forth herein.

Agent/Representative: A person authorized to act on behalf of another.

Amend: To alter or change by adding, subtracting, or substituting.

Amendment: A written correction or alteration to a document.

Applicant: Non-Federal Entity that has applied for funding under this RFA.

Application: The written proposal submitted by the Applicant applying for funding under this RFA, which is composed of Forms 1 through 5.

Application Due Date: The date the RFA must be submitted to DHHS, and if not submitted by that time, rejected.

DHHS Grants Website: <http://dhhs.ne.gov/Pages/Grants-and-Contract-Opportunities.aspx>

DHHS Website: www.dhhs.ne.gov

Evaluation: The process of examining an Applicant after opening to determine the Applicant's responsibility, responsiveness to requirements, and to ascertain other characteristics of the Application that relate to determination of the successful award.

Evaluation Committee: Committee(s) appointed by DHHS that advises and assists DHHS in the evaluation of Applications.

Evaluator: An individual on the Evaluation Committee who advises and assists in the evaluation of Applications.

HHS Grants Guidance ("HMSGG"): The regulations codified at 45 CFR §§ 75 et seq., a re-codified version of the UGG, which provide the general administrative requirements for grant funding flowing down from the federal Department of Health and Human Services. See also Uniform Grant Guidance.

Intent to Subaward: A document noting the results of the RFA evaluation process and identified any identified Applicant(s) with whom DHHS intends to award federal funds, but not a binding agreement with any promise to award.

Mandatory/Must: Required, compulsory, or obligatory.

May: Discretionary, permitted; used to express possibility.

Must: See Mandatory/Must and Shall/Will/Must.

Non-Responsive: When an application does not meet the minimum requirements of this RFA.

Point of Contact ("POC"): The person designated to receive communications and to communicate.

Request for Applications ("RFA"): Written solicitation of competitive applications for federal grant funding.

Shall/Will/Must: An order/command; mandatory.

Should: Expected; suggested, but not necessarily mandatory.

Subaward: In addition to the definition in 2 CFR § 200.1 and 45 CFR § 75.2, Subaward means the Grant Agreement executed, pursuant to the terms of the RFA, with the Non-Federal Entity.

Subrecipient: In addition to the definition in 2 CFR § 200.1 and 45 CFR § 75.2, Subrecipient means the Non-Federal Entity that has executed a Subaward with DHHS.

Temporary Assistance for Needy Families (TANF): a federal program designed to help needy families achieve self-sufficiency.

Uniform Grants Guidance (“UGG”): The regulations codified at 2 CFR §§ 200 et seq., which provide the general administrative requirements for grant funding flowing down from the federal government. See also HHS Grants Guidance.

Will: See Shall/Will/Must.

FORM 1 – APPLICATION COVER SHEET

Instructions: This form must be signed and returned, along with the application materials, before the Application Due Date, to the POC or designated email address, as applicable.

RFA #	RELEASE DATE
6548	March 25, 2024
APPLICATION DUE DATE	POINT OF CONTACT
April 29, 2024	Office of Procurement and Grants

CERTIFICATION AND GUARANTEE OF COMPLIANCE
<p>By signing this Application Cover Sheet, the Applicant guarantees compliance with the provisions stated in this Request for Application and certifies that all information contained in this Application is accurate. This Application is submitted pursuant to the terms of the RFA, and if the Applicant is awarded funding, it will be incorporated into the Subaward between the parties. I understand that if anything in this Application conflicts with the RFA or with the subsequent Subaward, the Subaward and RFA shall govern as set forth in the Subaward.</p> <p>ORGANIZATION*: _____</p> <p>ORGANIZATION UEI NUMBER: _____ PARENT UEI (IF APPLICABLE): _____</p> <p>COMPLETE ADDRESS: _____</p> <p>_____</p> <p>CONGRESSIONAL DISTRICT: _____</p> <p>TELEPHONE NUMBER: _____ EMAIL ADDRESS: _____</p> <p>____ I CERTIFY THAT THIS ORGANIZATION IS AN "ELIGIBLE ORGANIZATION" AS DEFINED BY THIS RFA.</p> <p>____ I CERTIFY THAT THIS ORGANIZATION IS NOT PRESENTLY DEBARRED OR SUSPENDED.</p> <p>SIGNATURE: _____</p> <p>TYPED NAME & TITLE OF SIGNER: _____</p> <p>_____</p>

*Name must match UEI Number.

FORM 2 – APPLICANT’S ORGANIZATIONAL OVERVIEW

The Applicant’s Organizational Overview section shall contain the following information about the Applicant. If the Application is a cooperative or joint venture between two or more entities, all information required in this section shall be provided for all entities, even if a new legal entity has been created or is planned to be created for the purposes of the Subaward.

Organization Information. Applicant’s full legal name, including any other “doing business as” names, or any previous names the organization used. A Unique Entity Identifier (UEI) number shall be provided. A parent UEI number shall also be provided, if applicable.

Organization Profile. Describe in detail the services your organization currently provides. Include the following:

Intake/onboarding process:

Services provided after intake/onboarding:

How the services are provided/received:

Any follow up services:

Logistics of operation:

Geographical areas of coverage:

Services you consider unique to your organization:

Organization website:

Describe the population your organization serves including any demographic information as well as family make up:

Describe the experience your organization has with family planning, adoption services, and childbirth promotion, parenting education/development, and infant mortality services:

Are brochures or other printed material that provides additional information on organization included with your application: Yes No

Summary of Federal Grants Experience. A description of Applicant’s previous experience with receiving federal funds. This shall include, but not be limited to, experience receiving federal funds as a recipient or a subrecipient. Applicant should describe and demonstrate knowledge of the Uniform Grant Guidance / HHS Grants Guidance (as applicable), as well as any specific experience with the particular federal program and funding source that funds this RFA.

Summary of Programmatic Experience. A description of Applicant’s experience with the type of programming or work contained in the Project Description, or other relevant work.

Clearly identify organization’s primary purpose:

What indicators does this organization use to determine effectiveness?

What outcomes has this organization achieved related to promoting childbirth, parenting education, and adoption?

Describe organizations experience promoting services in the following areas:

Childbirth promotion:

Parenting education/development:

Adoption assistance:

Reducing infant mortality:

Personnel and Management. Applicant shall provide a current organizational chart (including any sub-grantees) and specify the key management and administrative personnel who will be assigned to this project. Applicant will provide a description of how the applicant recruits and manages staff and volunteers.

Agreements Terminated or Costs Disallowed. Applicant must provide a summary of any agreements executed within the last five (5) years with federal awarding agencies or pass-through entities (either as grant agreements, cooperative agreements, subawards, or contracts) that:

- Were terminated for cause; or
- Where Specific Conditions were placed on Applicant (see 2 CFR § 200.208 or 45 CFR § 75.207).

If an Applicant has been disbarred by the United States Federal government, it is not eligible to receive funding under this RFA.

FORM 3 – APPLICANT’S WORK PLAN

The Work Plan must respond in detail to the Project Description. It must contain a description of the work activities Applicant is proposing to complete under the RFA. It should contain an understanding of the requirements for the project under the applicable federal funding source, and, as applicable, descriptions of timelines, outcome/process measures, and program evaluation activities.

Program Design

1. Target population:

- Describe the target population (limited to pregnant women and parents or other relatives caring for children twelve (12) months of age or younger) the Applicant will ensure is served with the proposed funding.

2. Increase program participation:

- Describe how many participants are currently served by the Applicant’s network, and estimate the number of participants that will be served during the grant period with the proposed funding.
- Describe how many families are currently served by the Applicant’s network, and estimate the number of families that will be served during the grant period with the proposed funding.
- Describe how the expected increase will be measured.
- Describe how the Applicant will demonstrate that the increase was a result of the funding provided by the Nebraska Crisis Pregnancy Program.

3. Increase community awareness of the availability of services:

- Describe how the public will be notified of the availability of services; including the marketing strategy; geographic reach; multimedia strategy; and the anticipated number of contacts the organization will make through use of these strategies. The strategies must be appropriate for the targeted populations.

5. Mandatory services:

- Applicants must ensure ALL of the following services are provided. Describe how the Applicant will meet these requirements.
 - Parenting and family classes/counseling classes; Applicants must include the curriculum to be used or a description of the class curriculum, lessons, goals, and outcomes. Applicants should indicate whether the curriculum is an evidence-based curriculum.
 - Infant/safety lessons.
 - Mother and child nutrition education, including the risks of alcohol and tobacco, opioids, or other harmful drugs.
 - Outreach for other social agencies not provided by the organization (e.g., WIC, Food Assistance, and Child Care Assistance).
 - ABCs of Safe Sleep.

5. New and expanded services:

Describe any new or expanded services that are planned. Applicants must provide an assessment of need and demonstrate how the new or expanded services will meet that need. Applicants must thoroughly describe the plan to deliver the new or expanded services, including implementation, intended outcomes, and how the services will be evaluated for success.

6. Address infant mortality:

- Include a plan to address the infant mortality crisis in Nebraska, and the services that will be provided for participants and staff to reduce the risk of infant mortality. Provide a description of the plan to deliver these services, including the implementation, service delivery, and intended outcomes. Include the indicators that will be used to measure effectiveness.

7. Subrecipient(s)/subcontractor(s):

- Applicants must utilize a contracted network of local service providers to provide statewide coverage of service. Applicants must describe the plan for utilizing a contracted network of local service providers, who shall be compensated on a fee-for-service basis in such a manner, as to maximize statewide coverage of service. Describe current or intended relationships with partner community organizations or entities.
- Describe the procurement process and the timeline to accomplish procurement.

8. Monitoring process:

- Describe the monitoring process for the Subrecipients/Subcontractors. Include the documentation that will be reviewed, who will perform the monitoring, the frequency that the Subrecipient/Subcontractor shall provide performance reports and the plan addressing areas for improvement or poor performance.

9. Data collection:

- Describe how participant and program information will be collected and confidentiality maintained.

10. Program outcome management:

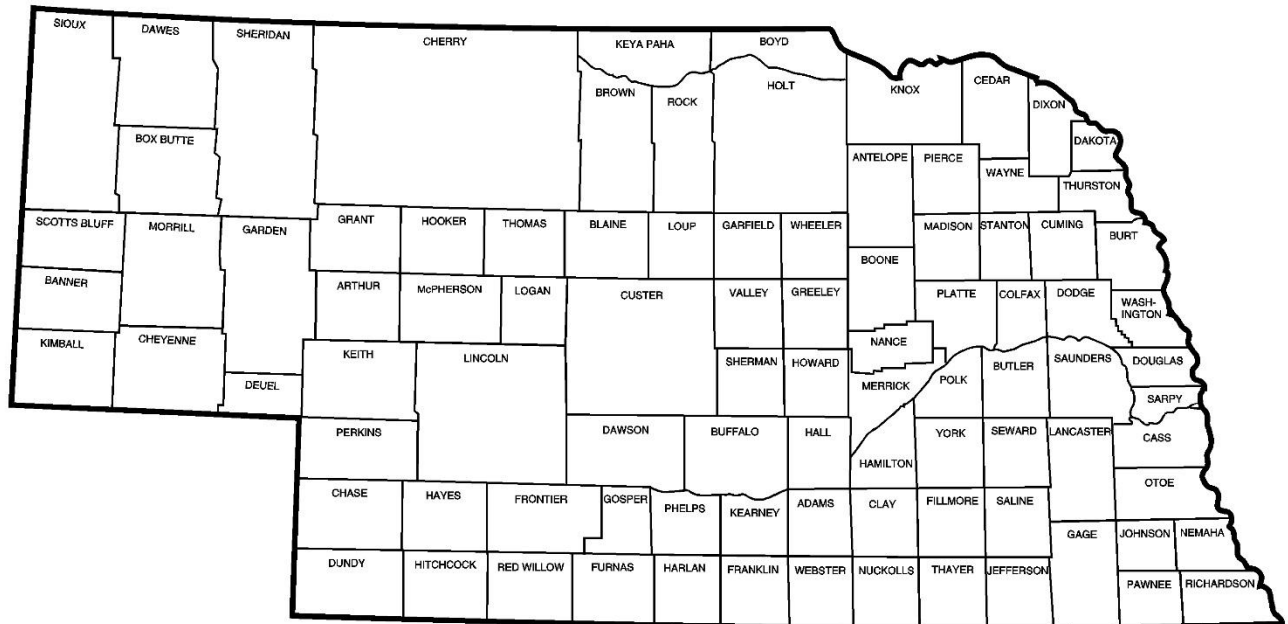
- Describe the intended outcomes for this program and the indicators that will be used to measure the program's effectiveness.

12. Participant eligibility:

- Define the eligibility requirements that will be used for the proposed services. At minimum, the eligibility requirements must include citizenship requirements.

13. Regions to be served:

- List the Nebraska counties where Crisis Pregnancy programming and services will be offered and how Applicant will ensure that statewide service provision will remain accessible to the target audience.



FORM 4 – APPLICANT’S BUDGET

Applicants must provide the following elements as part of the budget submission:

1. Budget (budget template provided)
2. Budget Narrative.

The budget must correlate to the activities of the work plan. It must contain a description of the expenses for the activities the Applicant is proposing under the RFA. It should contain an understanding of the cost principles under the applicable federal funding source. The budget narrative should explain the expenses listed in the budget and describe how the applicant arrived at the requested amounts. The narrative should provide an explanation as to why each item is necessary for the success of the project.

Prices quoted on the Applicant’s budget form shall remain fixed for the first two years of the Subaward period. A maximum of \$3,850,0000 may be awarded for each year of the agreement. For each optional renewal period, Subrecipient must submit a budget to DHHS no less than sixty (60) days prior to the end of the current Period of Performance.

Budget

Organization Name

Project Title

Project Duration

Category	Initial Sub-Award Period		Optional Renewal Period 1	Optional Renewal Period 2
	Year 1	Year 2		
	7/1/24 - 6/30/25	7/1/25-6/30/26		
Personnel				
1. Salaries				
2. Benefits				
Subcontractors				
Operations				
1. Facilities				
2. Utilities				
3. Furniture				
4. Supplies				
5. IT Hardware				
6. IT Software				
Travel				
Other Direct Costs				
Total Direct Costs				
Total Indirect Costs				
Total Budget				