

The following questions and responses are being provided to assist persons interested in applying to CSH's *Scaling Data Integration: Advancing Pay for Success, Systems Change, and Supportive Housing for Vulnerable, Justice-Involved Populations* RFP competition. This RFP opportunity is funded by the Social Innovation Fund and the Laura and John Arnold Foundation. Please direct any additional questions to pfs@csh.org

Eligible Applicants

- 1. Eligible Lead applicants include "Government (state, county or city) or tribes in communities participating in the Data-Driven Justice initiative." Does this mean that we would need to already be involved in the Data-Driven Justice initiative prior to applying?**

No. However, you should provide evidence of recent efforts to become involved in the Data-Driven Justice initiative and state your commitment to joining in the application. If you are interested in joining, please visit the National Association of Counties (NACo) home of the DDJ effort at <http://www.naco.org/resources/programs-and-services/data-driven-justice>. There you will find a sidebar on joining the initiative, which includes a sample letter (<https://naco.sharefile.com/share?#/view/se18f022c3634ef8a>) from an elected official, along with a direct email contact at NACo – Natalie Ortiz at nortiz@naco.org.

In-Kind Staffing Requirement

- 2. Could you clarify the following point in the application: "Intent to commit a minimum of \$50,000 in in-kind staffing dedicated to this effort, demonstrated by a letter of commitment from the organization providing the staff." Is the requirement to have a single staff person leading the effort from one organization, at the value of \$50,000 in staffing time, or would it also be appropriate to dedicate a portion of staffing time from each of the organizations on the team? For example, if we have 4 organizations and 1 government agency on our team, can each organization commit \$9,000 in in-kind staffing for a person committing time to this project?**

While we prefer one organization meet this requirement, you may have multiple partners contribute. Our suggestion would be to identify no more than two whose contributions would equal the \$50,000 requirement. Our concern with having more than 2 organizations partner to meet the staffing match is that it would not result in enough capacity for there to be a clear point person and project lead with time dedicated to this effort. You could certainly show additional match beyond the requirement with additional organizations included though. We suggest letters of commitment from each partner contributing.

Time Commitment

- 3. Do you have an estimate of staff hours required to prepare and accomplish the data integration?**
 - a. Although we hope eventually to integrate more than just Jail and Homeless data, for purposes of this question, please assume scope of the question is just the RFP's core goal of integrating jail and homeless data.**
 - b. Should we plan on an investment of time by other criminal justice partners with access to Court case data? (e.g. Adult Probation and/or Clerk of the Courts)**

It should be about the same effort for both the jail and housing folks. Note that jail and homeless staff will not be doing the data matching themselves – this will be done by DSaPP. The types of activities you should budget for are regular meetings with CSH and developers (approximately biweekly for the project's duration); learning

collaborative calls (approximately one per month); periodic calls with the project evaluator (max 3 over project period); data pulls which may be iterative until issues are resolved; planning for reporting needs; answering questions from the developer about the data and process that create/use that data; any work your community plans to do to reintegrate matched data into existing systems (for example - this isn't required); and availability for probably 2 onsite meetings as well as travel to a convening for all sites.

4. What is the anticipated time commitment for the lead agency/staff person if our application is successful?

Although we cannot provide an exact estimate in terms of number of hours, it is important that the lead agency and staff person be prepared to devote significant effort and time to ensure that this initiative stays at the top of the many competing priorities in the community and can keep moving forward quickly. The requested \$50,000 in in-kind staffing commitment should represent roughly .20 to .50 of a full-time employee which is needed for an effort such as this to be successful.

Application Details

5. The application is asking for us to provide details on aspects of this initiative that we have not fully figured out yet. Do we have to have everything figured out to apply?

No. CSH is seeking to understand the key components of your proposed initiative and any work or conversations that may have taken place among key stakeholders to date, but anticipates that applicants will require technical assistance in many of the areas touched upon in the application. We encourage you to apply even if you cannot provide detailed responses to some of the questions.

6. Is there a minimum of 5 team members that are required or can there be fewer team members?

The application provides space for you to share information on up to 5 anticipated team members. You do not have to use all 5 spaces.

7. Does an applicant need to use the template provided in the RFP or can we utilize a separate word document?

You must utilize the PDF template provided. If you are having trouble with the pdf, please contact pfs@csh.org so that we may assist you.

8. Is there any guidance regarding overall page or character limits? The boxes seem small, should I include my response as an attachment instead of in the application boxes?

There are no specific page or character limits related to items on the application. That being said, you will note that several of the questions use words like "summarize" or "briefly describe." We would suggest including your full response to each question in the provided box to the extent possible. You do not need to stay within the size of the provided box and can include content that goes beyond the size of the boxes, and we'll still be able to see it. That also ensures that we will consider all your information in response to the most relevant question. The application does ask for the inclusion of attachments such as letters of commitment from partners, but you do not need to include attachments beyond those outlined in the RFP.