

Competitive Technical Assistance Grant Announcement to Address Advanced, Intractable Problems and Issues with Sustaining Robust Sexually Safe Cultures and Compliance with PREA Standards

Eligibility and Requirements

Eligibility for these awards is limited to national organizations with demonstrated and advanced knowledge and experience in providing technical assistance and consulting services to state, local and federal agencies and entities related to implementation of the Prison Rape Elimination Act (PREA) standards. The intent of this solicitation is to identify and address special or unique needs and issues with sustaining robust sexually safe cultures and compliance with PREA Standards. Technical assistance provider organizations selected for this grant will partner with state, local or federal correctional agencies and will provide them services. These agencies must have undergone one or more official PREA audits or, for agencies that have not undergone a first official audit, the agency must demonstrate significant and measurable efforts toward compliance (e.g., mock audits, technical assistance work on policies, procedures, etc.). Technical assistance provider organizations are encouraged to seek out partner agencies that demonstrate project needs consistent with the parameters of this grant solicitation. Cluster projects that serve multiple agencies in a state or region are permitted if appropriate.

The total funding available for awards under this solicitation is up to \$300,000. This solicitation may fund up to six (6) selected projects for an amount not to exceed \$50,000 per project. Applicants may apply for a 12 or 18-month project period.

Note: For purposes of this solicitation, the term “inmate” represents any facility-specific parallel term, such as detainee, resident, or arrestee. In addition, a “juvenile detention facility” is defined as a facility primarily used for the confinement of juveniles pursuant to the juvenile justice system or criminal justice system.

Allowable Uses of Funds

Proposed uses of funds from this solicitation are limited to projects that support continued compliance with the PREA standards and sustainability of organizational cultures that ensure and enhance sexual safety. Proposals should address unique needs, intractable special issues, or creative ideas in jurisdictions directly related to continued and enhanced PREA compliance and robust cultures of sexual safety. Cameras and other electronic monitoring systems or funding agency costs are not allowable uses of these funds. Examples of allowable uses of funds (projects) include but are not limited to the following:

Advanced Culture Change Initiatives

- Expand and enhance current culture change initiatives, training programs, or activities to strengthen an organizational culture to ensure sexual safety.
- Address unique or specialized culture issues related to sexual safety such as the incidence of sexual abuse perpetrated by female correctional staff through projects, educational/training initiatives and other organizational activities.

Advanced Technical Assistance for the Protection of LGBTI Individuals in Confinement

- Enhance or expand specialized staff training to work with the LGBTI population in confinement facilities to increase sexual safety among these special populations.
- Create and implement an inmate advisory committee for LGBTI issues to assist the facility to enhance sexual safety through greater awareness of the needs of special populations that are at greater risk of sexual abuse in confinement settings. Examples may include peer educators on LGBTI awareness, peer mentors to incoming inmates who are LGBTI, providing input on screening and classification effectiveness, access to programming, etc.

Juvenile Facility Ratios Compliance Initiatives

- Analyze and conduct a gap analysis on a facility's ability to meet the new juvenile facility ratios effective in October 2017 by assessing current staffing levels and patterns regarding the make-up of the resident population and the physical layout of the facility to ensure PREA compliance. An implementation plan should be developed as necessary and should address meeting the new ratios in the most cost-effective manner through modification of existing staffing plans, training of staff, and securing of necessary funding to support the required staffing.

Enhanced Inmate Education

- Revise, enhance, and expand:
 - Existing inmate education programs to promote sexual abuse and harassment awareness, sexual abuse reporting mechanisms, victim services, and relevant facility policies and procedures.
 - Written education materials that are provided to inmates on reporting protocols, investigation protocols, evidence and forensic medical examination protocols, medical and mental health screenings and treatment availability, and victim support services.
 - Materials for inmates who are limited English proficient, visually impaired, hearing impaired or who have other disabilities.
- Develop
 - New training methods for ongoing comprehensive PREA inmate education. This may include interactive video, computer-based instruction modules, peer education models, and other modalities that utilize new or existing technologies, e-learning technologies and unique or creative dissemination techniques.

- Training approaches, materials, curricula, and systems across organizations, facilities, or jurisdictions in the state or region such as production of professional video education modules for inmates.
- Gender/sexual orientation responsive programming. Inmate education programming, curriculum and materials should be responsive to gender/sexual orientation differences.

Victim Services Initiatives

- Develop and expand protocols that train correctional staff on working with victims of sexual assault through education on trauma informed/trauma based care.
- Expand or enhance programs, protocols and procedures for correctional staff to work with community-based rape crisis centers to more effectively educate and serve victims of sexual abuse in confinement facilities.

Leadership, Organizational Culture, and Performance

- Examine how current leadership, organizational culture and initial PREA implementation activities have contributed to overall PREA compliance and sexual safety.
- Plan and implement strategies to improve leadership, organizational culture, and performance through policy development, enhanced and expanded training, and other strategies to ensure PREA compliance sustainability and enhancement.
- Expand and enhance leadership training opportunities for all levels of management related to PREA and sustaining a positive and robust sexually safe organizational culture.

Development of Screening Toolkit/Workbook for Facilities

- Develop a comprehensive screening toolkit/workbook that promotes use of evidence-based screening practices and objective instruments to screen inmates for vulnerability and perpetration of sexual abuse. Enhance staff training materials and learning activities to reinforce a comprehensive understanding of screening methodologies and ensure fidelity to screening protocols, policies and procedures. Develop a comprehensive agency or facility review process to annually determine fidelity to the screening process and make necessary systemic changes.
- Enhance, expand or modify current policies/protocols on the use of assessments or classification instruments to more effectively or efficiently screen for risk of sexual victimization and abusiveness, including protocols for reassessing inmate risk level, and use of these assessments to inform housing assignments and supervision.

Policy and Practice Enhancement, Implementation and Training

- Enhance, expand or modify current policies, procedures, protocols, contracts, training materials and curricula, and written materials that are provided to staff and other stakeholders to ensure

compliance with PREA standards and best practices. These topical areas may include, but are not limited to, the following:

- Cross-gender viewing and searches;
 - Accommodations for inmates with disabilities and inmates who are limited English proficient;
 - Hiring, termination, and promotions decisions;
 - Protocols addressing inmate education and reporting;
 - Sexual assault investigation protocols;
 - Evidence and forensic medical examination protocols;
 - Medical and mental health screenings and treatment;
 - Protective custody placement;
 - Employee, volunteer, contractor, clergy training;
 - Emerging legal issues; and
 - Staff and inmate disciplinary sanctions.
- Enhance or expand current partnerships between local juvenile and adult facilities to more effectively implement PREA standards and better support the safety of youthful inmates or detainees.
 - Development and Implementation of Enhanced or Expanded Training Curricula
 - Utilize new or existing web-based e-learning technology, computer based instruction modules, and interactive training or video modules to update existing PREA training methods.
 - Develop new and advanced training methods for PREA refresher training for staff, volunteers, contractors, clergy and other stakeholders.

Other Special or Unique Projects or Intractable Issues

Technical assistance provider organizations are encouraged to submit proposals on topical areas not listed above that address any unique or special issues in the state, region, or jurisdiction related to past PREA implementation or sustainability or enhancement of PREA compliance. Unique projects could address a need across jurisdictions, regionally or statewide, for which these grant funds could be leveraged to assist multiple agencies or facilities. These cluster type projects are encouraged where feasible.

Priority Considerations

Proposed projects must focus on furthering the intent of the PREA standards and the sustainability of compliance with PREA in adult and juvenile correction and detention facilities. Awards to provider organizations will be distributed to provide services to a broad array of agency types, sizes, and geographic locations. Priority consideration will be given to the following:

- Applications that leverage resources and include collaboration between multiple eligible agencies, or between an eligible agency(s) and a community partner(s) (e.g., rape crisis center, prosecutors, medical and mental health care providers), needed to support sustained PREA compliance.

Awards

The total funding available for awards under this solicitation is up to \$300,000. Awards under this program may be made up to \$50,000 per project. Collaborative or consortium projects are encouraged. A collaborative or consortium project that serves multiple jurisdictions may receive preference in scoring.

Application Process and Deadline

Proposals must be completed and submitted by interested organizations online [here](#) by midnight Pacific time on Wednesday, August 16, 2017.

It is the applicant's responsibility to ensure that its *Proposal* is complete and submitted by the deadline. Once the submission deadline has passed, all submissions will be considered final. To be considered for selection, *Proposals* must be submitted by the deadline, meet the eligibility criteria, and respond to all the questions in the online application.

The online application includes the following required information:

Project narrative. Applicants must provide a response to the following questions in the space allotted in the online *Proposal*.

1. *Project Proposal/Goals and Objectives (3-4 pages maximum).* A short narrative description of the overall project, including how various discrete activities fit together to build and strengthen PREA standards compliance and sexually safe organizational cultures, and how the activities and knowledge gained will be sustained by the agencies receiving the technical assistance services. Identify the goals and objectives of the proposed project and provide details about the specific tasks and activities that would be necessary to accomplish each goal and objective. This section is weighted at 35 points.
2. *Technical Assistance Provider Organization Profile and Capacity. (1 page/3,000 characters).* An overview of the organization's structure, history, leadership, staffing, capacity, and mission. This overview should include organization contact information, office locations, website, and other pertinent information about the organization. This section is weighted at 25 points.

3. *Agency profile (1 page/3,000 characters).* For all agencies receiving technical assistance services under the proposal, list all facilities operated by the agency including size, type, and average daily population of each facility, and whether each facility is included in the proposed activities. For collaborative projects, include profile information for all eligible agencies involved in the application. Section 3 and 4 are weighted at a combined 20 points.
4. *Agency PREA Compliance (1 pages/3,000 characters).* Describe the agency's overall compliance with the PREA standards as demonstrated by official PREA audit(s) conducted to date. If no official audits have been completed, provide detailed information about overall PREA implementation efforts to date. For collaborative projects, describe readiness and available data for all eligible agencies involved in the project. Section 3 and 4 are weighted at a combined 20 points.
5. *Project Timeline.* Applicants should submit a timeline or milestone chart encompassing the entire project period that indicates objectives and major tasks, assigns responsibility for each, and includes completion dates of each task for the duration of the award, using "Month 1, Month 2," etc., rather than calendar dates. Applicants should describe the roles and responsibilities of project staff. Management and staffing patterns should be clearly connected to the project design. Applicants can apply for a project period up to 18 months. The project timeline submission will be rated on the following criteria:
 - The extent to which the timeline is complete and reasonable given the activities described; and
 - The extent to which all activities can be reasonably completed within the grant period and with the resources allocated.
 - There is a clear project management plan with identified leadership and responsible parties; and
 - The project management team has demonstrated success in managing a high-profile multiyear TTA project.

Upon receipt of award, PRC staff will review, and in consultation with the successful applicant(s), may revise the timeline based on needs of the field, activities within the corrections community nationwide, and other relevant information. This section is weighted at 20 points.

6. *Budget Detail Worksheet and Budget Narrative.* Applicants must submit a budget that is consistent with the Office of Justice Programs financial guide, which can be viewed at http://www.ojp.gov/financialguide/PDFs/OCFO_2012FinancialGuide.pdf. In addition, applicants are expected to use a format consistent with the Department of Justice Budget Detail Worksheet which can be viewed at http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf.
 - a. The budget detail worksheet should provide the detailed computation for each budget line item, listing the total cost of each and showing how it was calculated. For example, personnel costs should show the annual salary rate and the percentage of time devoted to the project for each employee paid with grant funds. The budget detail worksheet should present a complete itemization of all proposed costs. There should be a clear link between the activities proposed and the items included in the budget.

- b. The budget narrative should thoroughly and clearly describe and correspond to all expense categories and figures provided in the budget detail worksheet. The narrative should also explain how all costs were estimated and how they are relevant to the completion of the proposed project. The budget narrative can be incorporated into the budget detail document, or submitted as a separate document.
- c. Indirect Cost Rate Agreement (if applicable). If the agency is requesting indirect costs for this project, a copy of the current, signed, federally approved Indirect Cost Rate Negotiated Agreement must be included. Indirect costs will not be allowed absent a current, signed, federally approved Indirect Cost Rate Negotiated Agreement.

Document attachments. Complete applications will include the following document attachments. Optional document attachments are noted below and in the online application.

1. *Summary of Experience/Projects of Technical Assistance Provider Organization.* The organization submitting a proposal under this solicitation must provide a detailed listing of all PREA related projects completed by or ongoing with the organization that demonstrate the extent and depth of PREA experience and expertise. Providers should list contact information for all agencies for which the provider has rendered PREA technical or consulting services.
2. *Letter of Support from Agency Leadership.* Agency leadership for all agencies that are involved in the proposed project must provide a detailed letter of support regarding the project and the need for it in the jurisdiction.
3. *Letters of commitment (required for collaborative/consortium projects; optional for individual agency projects).* Collaborative/consortium applications must include letters of commitment from all eligible agencies that will be involved in the proposed project.
4. *Final PREA audit report(s) for the agency and facility.* Include all PREA audits completed to date for the agency, all facilities under the agency's purview, and any agencies/facilities involved in a consortium or cooperative project with the technical assistance provider organization. Provide information on any upcoming audit dates for the agency/facility.
5. *Other documents (optional).* Uploaded files must be clearly named to indicate the applicant and the file contents. These documents may include letters of support, letters of reference, documents or other evidence supporting the need for the proposed services/project in the receiving agency or agencies, or demonstrating the expertise of the technical assistance service provider.

Questions

Questions about any aspect of the solicitation must be submitted via email to Michelle Duhart-Tonge at mduharttonge@prearesourcecenter.org.

All questions regarding the solicitation must be submitted by 5:00 p.m. Pacific Time on Tuesday, July 19, 2017. All questions that have been submitted in writing prior to the deadline will be answered in writing and posted to the PREA Resource Center webpage no later than Tuesday, July 25, 2017.