



**Solicitation Information
September 15, 2016**

RFP# 7550953

TITLE: COORDINATED SERVICES ADDRESSING FAMILY, DOMESTIC, AND DATING VIOLENCE

Submission Deadline: October 13, 2016 at 10:30 AM (Eastern Time)

PRE-BID/ PROPOSAL CONFERENCE: No

Questions concerning this solicitation must be received by the Division of Purchases at david.francis@purchasing.ri.gov no later than **September 23, 2016 at 10:00 AM (ET)**. Questions should be submitted in a *Microsoft Word attachment*. Please reference the RFP# on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

SURETY REQUIRED: No

BOND REQUIRED: No

**David J. Francis
Interdepartmental Project Manager**

Applicants must register on-line at the State Purchasing Website at www.purchasing.ri.gov

Note to Applicants:

Offers received without the entire completed three-page RIVIP Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

Table of Contents

SECTION 1: INTRODUCTION	3
INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:	3
SECTION 2: BACKGROUND	5
BACKGROUND AND PURPOSE	5
AUTHORITY TO BILL FOR SERVICES.....	5
SPECIFIC REQUIREMENTS.....	5
SECTION 3: SCOPE OF WORK.....	5
GENERAL SCOPE OF WORK	5
SPECIFIC ACTIVITIES / TASKS.....	6
OTHER REQUIREMENTS	8
SECTION 4: TECHNICAL PROPOSAL.....	8
SECTION 5: COST PROPOSAL.....	9
SECTION 6: EVALUATION AND SELECTION	9
SECTION 7: PROPOSAL SUBMISSION.....	10
ATTACHMENT A: BUDGET FORM	13

SECTION 1: INTRODUCTION

The Rhode Island Department of Administration/Division of Purchases, on behalf of the Rhode Island Department of Human Services is soliciting proposals from qualified vendors: to increase statewide public awareness about prevention of family, domestic, and dating violence and victims of crime; and to ensure statewide provision of immediate shelter and supportive services for victims of family, domestic, dating violence or other violent crimes, in accordance with the terms of this Request for Proposals and the State's General Conditions of Purchase, which may be obtained at the Rhode Island Division of Purchases Home Page by Internet at www.purchasing.ri.gov .

The initial contract period will be for one year. Contracts may be renewed for up to four additional 12-month periods based on vendor performance and the availability of funds.

This is a Request for Proposals, not an Invitation for Bid. Responses will be evaluated on the basis of the relative merits of the proposal, in addition to price; there will be no public opening and reading of responses received by the Division of Purchases pursuant to this Request, other than to name those offerors who have submitted proposals.

INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:

1. Potential vendors are advised to review all sections of this RFP carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.
2. Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this RFP will be rejected as being non-responsive.
3. All costs associated with developing or submitting a proposal in response to this RFP, or to provide oral or written clarification of its content shall be borne by the vendor. The State assumes no responsibility for these costs.
4. Proposals are considered to be irrevocable for a period of not less than 60 days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.
5. All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.
6. Proposals misdirected to other state locations, or which are otherwise not present in the Division at the time of opening for any cause will be determined to be late and will not be considered. For the purposes of this requirement, the official time and date shall be that of the time clock in the reception area of the Division.
7. It is intended that an award pursuant to this RFP will be made to a prime vendor, or prime vendors in the various categories, who will assume responsibility for all aspects of the work. Joint venture and cooperative proposals will not be considered. Subcontracts are

permitted, provided that their use is clearly indicated in the vendor's proposal and the subcontractor(s) to be used is identified in the proposal.

8. All proposals should include the vendor's FEIN or Social Security number as evidenced by a W9, downloadable from the Division's website at www.purchasing.ri.gov.
9. The purchase of services under an award made pursuant to this RFP will be contingent on the availability of funds.
10. Vendors are advised that all materials submitted to the State for consideration in response to this RFP will be considered to be Public Records as defined in Title 38, Chapter 2 of the General Laws of Rhode Island, without exception, and will be released for inspection immediately upon request once an award has been made.
11. Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFP.
12. Equal Employment Opportunity (G.L. 1956 § 28-5.1-1, et seq.) – § 28-5.1-1 Declaration of policy – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies to all areas where State dollars are spent, in employment, public services, grants and financial assistance, and in state licensing and regulation.
13. In accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the State until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the successful vendor(s).
14. The vendor should be aware of the State's Minority Business Enterprise (MBE) requirements, which address the State's goal of ten percent (10%) participation by MBE's in all State procurements. For further information visit the website www.mbe.ri.gov
15. Under HIPAA, a "business associate" is a person or entity, other than a member of the workforce of a HIPAA covered entity, who performs functions or activities on behalf of, or provides certain services to, a HIPAA covered entity that involves access by the business associate to HIPAA protected health information. A "business associate" also is a subcontractor that creates, receives, maintains, or transmits HIPAA protected health information on behalf of another business associate. The HIPAA rules generally require that HIPAA covered entities and business associates enter into contracts with their business associates to ensure that the business associates will appropriately safeguard HIPAA protected health information. Therefore, if a Contractor qualifies as a business associate, it will be required to sign a HIPAA business associate agreement
16. In order to perform the contemplated services related to the Rhode Island Health Benefits Exchange (HealthSourceRI), the vendor hereby certifies that it is an "eligible entity," as defined by 45 C.F.R. §

155.110, in order to carry out one or more of the responsibilities of a health insurance exchange. The vendor agrees to indemnify and hold the State of Rhode Island harmless for all expenses that are deemed to be unallowable by the Federal government because it is determined that the vendor is not an “eligible entity,” as defined by 45 C.F.R. § 155.110.

SECTION 2: BACKGROUND

BACKGROUND AND PURPOSE

Pursuant to 42 U.S. Code §110: **Family Violence Prevention and Services Act** §1041 et seq., the U.S. Department of Health and Human Services authorizes funds to be used by the State of Rhode Island to assist the State in efforts to increase public awareness about, and primary and secondary prevention of, family violence, domestic violence, and dating violence; and, to assist the State in efforts to provide immediate shelter and supportive services for victims of family violence, domestic violence, or dating violence, and their dependents. (CFDA: 93.671)

Pursuant to **Title XX, Subtitle A—Block Grants to States for Social Services**, 42 U.S.C. § 1397 et seq., the U.S. Department of Health and Human Services authorizes funds to furnish case management, counseling, education and training, housing, independent living and transitional living, information and referral, prevention and intervention, and transportation services as may be directed at the goal of preventing or remedying neglect, abuse, or exploitation of children and adults unable to protect their own interests, or preserving, rehabilitating or reuniting families. (CFDA: 93.667)

The State of Rhode Island also may appropriate funds for the provision of services for survivors of family, domestic, or dating violence.

AUTHORITY TO BILL FOR SERVICES

By designation of the Governor of the State of Rhode Island, the Rhode Island Department of Human Services is responsible for the administration of the aforementioned federal and state funds.

SPECIFIC REQUIREMENTS

The vendor must be a Rhode Island nonprofit private organization that represents a collaboration of two (2) or more agencies or organizations that assist victims of family violence, domestic violence, or dating violence, and their dependents. The vendor and partner agencies must have a documented history of effective work concerning family violence, domestic violence, or dating violence as well as a demonstrated history of serving populations in their communities, including providing culturally appropriate services. This vendor will use and equitably distribute awarded funds to subcontracted agencies in order to provide services to increase public awareness about, and primary and secondary prevention of, family violence, domestic violence, and dating violence; and, to provide immediate shelter and supportive services for victims of family violence, domestic violence, or dating violence, and their dependents. The vendor will ensure that these services are provided for every municipality in Rhode Island.

SECTION 3: SCOPE OF WORK

GENERAL SCOPE OF WORK

The vendor will administer the funds provided:

1. to enlist and coordinate immediate shelter and supportive services statewide for victims of family, domestic, or dating violence through established agencies with histories of successfully providing such services;

2. to enlist and coordinate counseling and other services to assist survivors in recovering from the effects of violence;
3. to increase statewide public awareness about prevention of family, domestic and dating violence and other victims of crime and;
4. to ensure that services are provided to underserved populations and in culturally appropriate ways;
5. to distribute the funds equitably using a formula that includes population size and indications of need such as reported incidences of abuse or requests for shelter;
6. to ensure that there is a crisis hotline that will receive and respond to calls for assistance in violent situations;
7. to provide ongoing training to any partner agencies in this work;
8. to ensure intensive case management services are provided so that survivors are enrolled in appropriate federal and state assistance programs, accessing needed legal help and health care, securing safe and more permanent housing, and planning future employment and financial security;
9. to assure that all funded activity complies with federal law and regulations as noted elsewhere in this solicitation.

SPECIFIC ACTIVITIES / TASKS

1. The vendor shall enlist and coordinate the provision, on a regular and statewide basis, of immediate shelter and related supportive services to adult and youth victims of family violence, domestic violence, dating violence, victims of violent crimes and their dependents, including dedicating funds toward the operating and administrative expenses of the facilities for such shelter; the vendor will verify that 100% of Rhode Island municipalities have access to these services;
2. The vendor shall ensure that there is a crisis hotline that will receive and respond to calls for assistance in violence situations; the vendor will monitor and report on the number and purpose of the calls (e.g., asking for information, shelter, immediate safety help, etc.);
3. Ensure that subcontracted agencies offer assistance in developing safety plans, and supporting efforts of victims of family violence, domestic violence, dating violence or other violent crimes to make decisions related to their ongoing safety and well-being; the vendor will document that an agreed upon number of clients receiving shelter developed safety plans.
4. The vendor shall enlist and coordinate the provision of individual and group counseling, peer support groups, and referral to community-based services to assist family violence, domestic violence, dating violence victims, other violent crimes and their families, in recovering from the effects of the violence;
5. The vendor shall enlist and coordinate the provision of services, training, technical assistance, and outreach to increase awareness of family violence, domestic violence, and dating violence and increase the accessibility of family violence, domestic violence, and dating violence services; the vendor shall ensure that at least four trainings are offered per year to partner agencies who contribute to the accomplishment of the goals; the vendor shall ensure that at least 200 educational/awareness presentations are conducted each year.
6. The vendor shall enlist and coordinate the provision of culturally and linguistically appropriate services; the vendor shall consult with at least five groups/agencies representing underserved populations; "Underserved populations" include populations underserved because of geographic location (such as rural isolation); underserved racial and ethnic populations; populations underserved because of special

needs (such as language barriers, disabilities, immigration status, or age); lesbian, gay, bisexual, transgender, or questioning (LGBTQ) individuals; at-risk youth; or victims with disabilities and any other population determined to be underserved by the state-wide needs assessment, the state planning process, or the Secretary of U.S. Health and Human Services;

7. The vendor shall enlist and coordinate the provision of services for children exposed to family violence, domestic violence, dating violence or other violent crimes, including age-appropriate counseling, supportive services, and services for the nonabusing parent that support that parent's role as a caregiver, which may, as appropriate, include services that work with the nonabusing parent and child together;
8. The vendor shall enlist and coordinate the provision of advocacy, intensive case management services, and information and referral services, concerning issues related to family violence, domestic violence, or dating violence intervention and prevention, including:
 - (i) assistance in accessing related Federal and State financial assistance programs;
 - (ii) legal advocacy to assist victims and their dependents;
 - (iii) medical advocacy, including provision of referrals for appropriate health care services (including mental health, alcohol, and drug abuse treatment), but which shall not include reimbursement for any health care services;
 - (iv) assistance locating and securing safe and affordable permanent housing and homelessness prevention services;
 - (v) provision of transportation, child care, respite care, job training and employment services, financial literacy services and education, financial planning, and related economic empowerment services; and
 - (vi) parenting and other educational services for victims and their dependents;
9. The vendor shall enlist and coordinate prevention services, including outreach to underserved populations; the vendor shall conduct at least four outreach activities per year targeting at least these populations: refugees, LGBTQ Rhode Islanders, Asian immigrants and Spanish-speaking Rhode Islanders.
10. The vendor shall convene providers of services to survivors of domestic, family and dating violence with whom they partner at least quarterly to review provision of services and to contribute to the composition of the state plan for the Family Violence Prevention and Services Act grant, and the STOP Violence Against Women State Plan.
11. The vendor shall assure that all activity funded with awarded funds shall comply with prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), on the basis of disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), on the basis of sex under title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.).
12. The vendor shall ensure that no income eligibility standard are imposed upon individuals with respect to eligibility for assistance or services, and that no fees are levied for assistance or services provided with funds awarded.
13. In order to ensure the safety of adult, youth, and child victims of family violence, domestic violence, or dating violence, and their families, the vendor and any subgrantees shall protect the confidentiality and privacy of such victims and their families.

14. The vendor and its subgrantees shall not:
 - (i) disclose any personally identifying information collected in connection with services requested (including services utilized or denied);
 - (ii) reveal personally identifying information without informed, written, reasonably time-limited consent by the person about whom information is sought, which consent;
 - (I) shall be given by—
 - (aa) the person, except as provided in item (bb) or (cc);
 - (bb) in the case of an unemancipated minor, the minor and the minor’s parent or guardian;
 - or
 - (cc) in the case of an individual with a guardian, the individual’s guardian; and
 - (II) may not be given by the abuser or suspected abuser of the minor or individual with a guardian, or the abuser or suspected abuser of the other parent of the minor. (see 42 USC §10406 c(5)(A)(B))

15. If release of information is compelled by statutory or court mandate -
 - (i) the vendor and subgrantees shall make reasonable attempts to provide notice to victims affected by the release of the information; and
 - (ii) the vendor and subgrantees shall take steps necessary to protect the privacy and safety of the persons affected by the release of the information.
(see (see 42 USC §10406 c(5)(C))

16. The vendor shall ensure that the address or location of any shelter facility assisted with awarded funds that otherwise maintains a confidential location shall, except with written authorization of the person or persons responsible for the operation of such shelter, not be made public.

17. The vendor shall submit reports as required by the RI Department of Human Services that satisfy the reporting requirements of the Family Violence Prevention and Services Act and the Social Services Block Grant. The vendor shall report data that will include but not be limited to: total funds awarded to subgrantees, total number of subgrants awarded, number of volunteers, number of volunteer hours, unduplicated count of clients served in shelter and non-shelter services, demographic details of clients served, number of shelter nights, unmet requests for shelter, crisis/hotline calls, statistics for counseling services for individuals and groups, batterer intervention services, community education and public awareness activities.

OTHER REQUIREMENTS

The vendor shall also:

1. Strategize with partners and the Department of Human Services on ways to reduce the number of people who may be turned away from shelter.
2. Select and follow a sample of shelter clients to monitor and report on outcomes over six months.
3. Provide a report to the Department of Human Services detailing the outreach efforts to underserved populations (see #6 in Specific Activities): the populations addressed, the type of outreach, and assessment of need in that population.

SECTION 4: TECHNICAL PROPOSAL

1. **Staff Qualifications:** Through the use of brief descriptions of experience and qualifications, demonstrate that staff fulfilling key functions may successfully coordinate the called for in this proposal. Demonstrate

how these staff will be capable of entering into and monitoring sub-contracts and performance reports. Demonstrate how these staff will be able to coordinate efforts with other providers who assist common clientele.

2. **Capability, Capacity, and Qualifications of the Offeror:** Please provide a detailed description of the vendor's history in coordinating and ensuring the provision of domestic violence services statewide, the collection and reporting data, and the administration of contracts.
3. **Work Plan:** For the elements of the General Scope of Work, Specific Activities/Tasks, and Other Requirements listed above, describe how the vendor will deliver these services, identifying a timeline and logical sequence in which those activities will be delivered. When responding, refer to Section 3 by number.
4. **Approach/Methodology:** For the elements of the General Scope of Work, Specific Activities/Tasks, and Other Requirements listed above, describe how they will be accomplished. In the descriptions, it is necessary to:
 - a. Identify possible sub-contractors who would share in the delivery of these tasks;
 - b. Describe how performance data will be collected and evaluated from sub-contractors;
 - c. Describe how it will be verified that the needs of all geographic areas in the state are being identified and addressed;
 - d. Provide a formula or rationale by which funds will be disbursed to sub-contractors;
 - e. Provide a plan for training of sub-contractors.

SECTION 5: COST PROPOSAL

Detailed Budget and Budget Narrative:

Vendors must use the budget template provided in Attachment A: Budget Form to submit a budget for the proposal. The budget should focus on and detail where and how the budgeted amount will be spent. The budget should be formatted with Attachment A.

Payment Structure:

Proposals will be reimbursed 80%, and paid 20% based on either performance or outcome measures. Please provide a clearly delineated fee structure that details costs for eighty percent (80%) of the total cost proposal that would be paid on a monthly basis once the contract is awarded and commences. The balance of twenty percent (20%) of the total cost proposal would be paid by the department upon meeting certain outcome or performance targets during the performance period of the contract. The vendor must include a schedule of performance targets and cost reimbursements that would total twenty percent of the cost proposal.

The state has the right to modify, change or substitute the twenty (20) percent basis of payment based on the best interest of the state.

SECTION 6: EVALUATION AND SELECTION

Proposals will be reviewed by a Technical Review Committee comprised of staff from state agencies. To advance to the Cost Evaluation phase, the Technical Proposal must receive a minimum of 60 (85.7%) out of a maximum of 70 technical points. Any technical proposals scoring less than 60 points will not have the cost component opened and evaluated. The proposal will be dropped from further consideration.

Proposals scoring 60 technical points or higher will be evaluated for cost and assigned up to a maximum of 30 points in cost category, bringing the potential maximum score to 100 points.

The Rhode Island Department of Human Services reserves the exclusive right to select the individual(s) or firm (vendor) that it deems to be in its best interest to accomplish the project as specified herein; and conversely, reserves the right cancel the solicitation

Proposals will be reviewed and scored based upon the following criteria:

Criteria	Possible Points
Staff Qualifications	10 Points
Capability, Capacity, and Qualifications of the Offeror	20 Points
Quality of the Work plan	25 Points
Suitability of Approach/Methodology	15 Points
Total Possible Technical Points	70 Points
Cost calculated as lowest responsive cost proposal divided by (this cost proposal) times 30 points *	30 Points
Total Possible Points	100 Points

*The Low bidder will receive one hundred percent (100%) of the available points for cost. All other bidders will be awarded cost points based upon the following formula:

$$(\text{low bid} / \text{vendors bid}) * \text{available points}$$

For example: If the low bidder (Vendor A) bids \$65,000 and Vendor B bids \$100,000 for monthly cost and service fee and the total points available are Thirty (30), vendor B's cost points are calculated as follows:

$$\$65,000 / \$100,000 * 30 = 19.5$$

Points will be assigned based on the offeror's clear demonstration of his/her abilities to complete the work, apply appropriate methods to complete the work, create innovative solutions and quality of past performance in similar projects.

Applicants may be required to submit additional written information or be asked to make an oral presentation before the technical review committee to clarify statements made in their proposal.

SECTION 7: PROPOSAL SUBMISSION

Questions concerning this solicitation may be e-mailed to the Division of Purchases at david.francis@purchasing.ri.gov no later than the date and time indicated on page one of this solicitation. Please reference **RFP # 7550953** on all correspondence. Questions should be submitted in a Microsoft Word attachment.

Answers to questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information. If technical assistance is required to download, call the Help Desk at (401) 574-9709.

Offerors are encouraged to submit written questions to the Division of Purchases. **No other contact with State parties will be permitted.** Interested offerors may submit proposals to provide the services covered by this Request on or before the date and time listed on the cover page of this solicitation. Responses received after this date and time, as registered by the official time clock in the reception area of the Division of Purchases will not be considered.

Responses (**an original plus four (4) copies**) should be mailed or hand-delivered in a sealed envelope marked **“RFP 7550953 COORDINATED SERVICES ADDRESSING FAMILY, DOMESTIC, AND DATING VIOLENCE”** to:

RI Dept. of Administration
Division of Purchases, 2nd floor
One Capitol Hill
Providence, RI 02908-5855

NOTE: Proposals received after the above-referenced due date and time will not be considered. Proposals misdirected to other State locations or those not presented to the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered. Proposals faxed, or emailed, to the Division of Purchases will not be considered. The official time clock is in the reception area of the Division of Purchases.

RESPONSE CONTENTS

Responses shall include the following:

1. One completed and signed three-page R.I.V.I.P generated bidder certification cover sheet (included in the original copy only) downloaded from the RI Division of Purchases Internet home page at www.purchasing.ri.gov.
2. One completed and signed W-9 (included in the original copy only) downloaded from the RI Division of Purchases Internet home page at www.purchasing.ri.gov.
3. **A separate Technical Proposal** describing the qualifications and background of the applicant, experience with and capacity for this and similar projects, work plan, approach and methodology, and all information described earlier in this solicitation. The Technical Proposal is limited to thirty (30) pages (this excludes any appendices).
4. **A separate, signed and sealed Cost Proposal** reflecting the reimbursement and fee structure proposed to complete all of the requirements of this project.
5. In addition to the multiple hard copies of proposals required, Respondents are requested to provide their proposal in **electronic format (CD-Rom, disc, or flash drive)**. Microsoft Word / Excel OR PDF format is preferable. Only 1 electronic copy is requested and it should be placed in the proposal marked “original”.

CONCLUDING STATEMENTS

Notwithstanding the above, the State reserves the right not to award this contract or to award on the basis of cost alone, to accept or reject any or all proposals, and to award in its best interest.

Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further.

The State may, at its sole option, elect to require presentation(s) by offerors clearly in consideration for award.

The State's General Conditions of Purchase contain the specific contract terms, stipulations and affirmations to be utilized for the contract awarded to the RFP. The State's General Conditions of Purchases/General Terms and Conditions can be found at the following URL:

<https://www.purchasing.ri.gov/RIVIP/publicdocuments/ATTA.pdf> .



ATTACHMENT A

RHODE ISLAND DEPARTMENT OF HUMAN SERVICES

SOCIAL SERVICES BLOCK GRANT BUDGET

NAME OF AGENCY: _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER: _____

DUNS NUMBER: _____

ADDRESS: _____

CITY/TOWN: _____ ZIP CODE: _____

PHONE NUMBER: _____ FAX: _____

EXECUTIVE DIRECTOR / AUTHORIZED REPRESENTATIVE: _____

TIME OF PERFORMANCE: FROM _____ October 1, 2016 _____ TO _____ September 30, 2017 _____

INDIRECT COST RATE, AS ASSIGNED BY THE FEDERAL GOVERNMENT: _____ % _____

BUDGET SUMMARY

COST CATEGORY	AMOUNT
1. PERSONNEL	_____ \$0
2. CONSULTANT AND SUB CONTRACT SERVICES	_____ \$0
3. TRAVEL	_____ \$0
4. SPACE	_____ \$0
5. SUPPLIES	_____ \$0
6. EQUIPMENT	_____ \$0
7. ADMINISTRATIVE COSTS	_____ \$0
TOTAL FUNDS REQUESTED:	_____ <u><u>\$0</u></u>

RHODE ISLAND DEPARTMENT OF HUMAN SERVICES

SOCIAL SERVICES BLOCK GRANT BUDGET DETAIL

CONSULTANTS & SUB CONTRACT SERVICES	TYPE, NAME, HOURLY RATE, NUMBER OF HOURS, ETC		COST	TOTAL COST	OTHER FUNDING SOURCE FOR SERVICE
	Enter on page 1, line 2		CATEGORY TOTAL →	\$0	
TRAVEL	PURPOSE, RATE, NUMBER OF MILES, ETC		COST	TOTAL COST	OTHER FUNDING SOURCE FOR SERVICE
	Enter on page 1, line 3		CATEGORY TOTAL →	\$0	
SPACE	DESCRIPTION	COST PER MONTH	COST	TOTAL COST	OTHER FUNDING SOURCE FOR SERVICE
	Enter on page 1, line 4		CATEGORY TOTAL →	\$0	
SUPPLIES	DESCRIPTION	COST PER MONTH	COST	TOTAL COST	OTHER FUNDING SOURCE FOR SERVICE
	Enter on page 1, line 5		CATEGORY TOTAL →	\$0	
EQUIPMENT	PURCHASE, LEASE, RENTAL		COST	TOTAL COST	OTHER FUNDING SOURCE FOR SERVICE
	Enter on page 1, line 6		CATEGORY TOTAL →	\$0	
ADMINISTRATIVE COSTS*	DESCRIPTION	COST PER MONTH	COST	TOTAL COST	OTHER FUNDING SOURCE FOR SERVICE
	Enter on page 1, line 7		CATEGORY TOTAL →	\$0	

*Administrative Costs are costs associated with central executive functions that do not directly support the provision of a specific project or service (those are direct program costs). These costs would relate to the general management of the grantee organization and may include costs such as: Accounting, Budgeting, Personnel administration, Procurement, Legal services, Central offices.

RHODE ISLAND DEPARTMENT OF HUMAN SERVICES

SSBG SERVICE CATEGORY EXPENDITURE DETAIL

SERVICE CATEGORY 1: (Type in Title of Service Category from Definition of Services)				COST TO SSBG	TOTAL COST	OTHER FUNDING SOURCES FOR THIS SERVICE
SERVICE CATEGORY 2: (Type in Title of Service Category from Definition of Services)				COST TO SSBG	TOTAL COST	OTHER FUNDING SOURCES FOR THIS SERVICE
SERVICE CATEGORY 3: (Type in Title of Service Category from Definition of Services)				COST TO SSBG	TOTAL COST	OTHER FUNDING SOURCES FOR THIS SERVICE
SERVICE CATEGORY 4: (Type in Title of Service Category from Definition of Services)				COST TO SSBG	TOTAL COST	OTHER FUNDING SOURCES FOR THIS SERVICE
SERVICE CATEGORY 5: (Type in Title of Service Category from Definition of Services)				COST TO SSBG	TOTAL COST	OTHER FUNDING SOURCES FOR THIS SERVICE
			TOTALS	\$0	\$0	