

# ERIE COUNTY DEPARTMENT OF SOCIAL SERVICES

## QUESTIONS & ANSWERS

### RFP # 2025-012VF: Evidence-Based Family Skills Training

*Questions submitted via email and at the Informational Meeting on April 11, 2025*

- 1. Under General Requirements, the RFP reads: “Verify the credentials and licensing of staff and employees as contained in county, state, and federal requirements.” Can the county specify which credentials or licensing might be required for this contract?**

Credentialing and licensing of staff would vary depending on the staff positions.
- 2. The RFP states: “The successful bidder must have the capacity to provide services up to a minimum of 30 families monthly.” Does this mean our “Number of individuals or families to be served at a given time” must be at least 30?**

The number of families served monthly may vary, but there must be capacity to serve up to 30 families monthly.
- 3. Is this program meant to serve a combination of custodial and non-custodial parents?**

Yes, the program is to provide evidence-based family skills training to Temporary Assistance to Needy Families, Safety Net Family recipients and 200% services certified non-custodial parents overcoming substance use disorders or other high-risk behaviors.
- 4. Is group programming sufficient or are services expected to be on an individual basis?**

Programming may include group and individual activities.
- 5. The RFP states that this is a “Reimbursement method: Pay for performance model” With that type of program, we don’t typically submit a budget. So, will the budget we submit be used in the implementation of our program? Or just as a guide for the review team to better understand how funds will be spent upon reimbursement for performance targets achieved?**

The budget is reviewed by our Fiscal department to see how funds will be expended and to ensure administrative costs are below 15%.
- 6. For target population, the RFP reads: “Temporary Assistance to Needy Families (TANF) and Safety Net Family (SNF) recipients and 200% services certified non-custodial parents overcoming substance use disorders or other high-risk behaviors.” Please can you clarify what you mean by “200% services certified non-custodial parents overcoming substance use disorders or other high-risk behaviors” and how those individuals will be identified?**

“200% services certified non-custodial parents overcoming substance use disorders or other high-risk behaviors” are those under 200 percent of the Federal Poverty level. The Department of Social Services will identify the referred individuals.

**7. How and from whom will the referrals for this program be coming?**

The Department of Social Services Comprehensive Employment Division Employment Counselors will refer clients for assessment.

**8. What percentage of referred clients do you anticipate will be non-English speakers?**

Historically few non-English speakers have been referred for this service, but the provider is to have the capacity to address language barriers and provide culturally appropriate services.

**9. Who is the current contract holder for this program?**

The current contract holder is The Prevention Council of Erie County, Inc.

**10. Is the non-custodial parent separate or connected to a family referred?**

The non-custodial parent would be linked to a TANF or SN-Fam family referred.

**11. Is an array of services okay and based on an assessment determine which evidence-based program we offer best meets the family’s needs or do you want all to follow the same path?**

It is up to the proposer as to how they envision the service delivery. Either is acceptable.

**12. Is collaboration between agencies acceptable?**

Agencies may collaborate on a proposal. The role of each agency should be clearly outlined in the proposal.

**13. The performance measures indicate both parenting skills and job readiness training. Are both required?**

The goal is for the family to receive services that strengthen the family, remove barriers to employment, provide soft skills needed to support job readiness and ultimately support a path to self-sufficiency.

**14. Is there a target age range for the children?**

The current provider serves families with children ages 7-17, but the proposer may propose any age range based on the services they can provide.