

Perinatal Mental Health Community Capacity Building Application Process Q&A

Eligibility

Q: We already have a support group that is operating in my community. Can this model be applied to current groups or do new groups need to be formed?

A: You do not need to create a new support group. Currently operating support groups can be included as a part of your implementation plan. Applicants should consider whether an existing group will best meet their community needs or if a new group should be started. Successful applicants will be encouraged to seek Task Force input to help guide this decision for long-term community benefit. However, CBCAP funding cannot be used to supplant other funds. If the current funding for this group is unstable or will be ending before this funding would be awarded, you can use these funds for an existing service. This funding cannot replace any existing funding.

Application

Q: Is there a letter of intent for this funding?

A: No. The Perinatal Mental Health Community Capacity Building application process does not require a letter of intent.

Q: Tribal Nations and Tribal communities are listed as a priority population, does that mean Tribal in the context of Tribal partners or clients who identify as a member of a Tribal Nation?

A: The priority populations for this funding refers to the families receiving services through the funded work. However, reviewers will consider whether the applicant agency can demonstrate an existing relationship with the target population in their application.

Q: How many letters of support are needed for the application?

A: The application requires two types of letters of support. Applicants should submit no more than two (2) letters of support from parents who represent the target population you are proposing to serve and no more than two (2) letters of support from community organizations



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who are committed to participating in the Task Force work. This will result in a total of four (4) letters of support overall.

Budget

Q: How do I submit a budget for the application?

A: The Perinatal Mental Health Community Capacity Building RFA process does not require a budget to be submitted as part of the application process. This project will required successful applicants to develop their budget in partnership with their community task force after contract execution.

Q: What are the eligible expenses for the \$20,000 awarded through this funding opportunity? Can it be used for staff time and training? What else can it support?

A: The \$20,000 awarded through this funding opportunity can be used to pay for staff time for contract management activities, support group or 1:1 parent support provider stipends, Task Force preparations and facilitation activities, and other personnel time related to this work. It can also be used to provide parent incentives to participate in the Task Force work, or to pay for a location for the 1-day training (if done in-person). Once awarded funding, communities will submit a budget about how they anticipate spending the funds. Communities are encouraged to use the Task Force to help make decisions related to the budget as well. The budget in the resulting contract will specify only direct and indirect expenses to allow for flexibility in the budget. The only limitation on the funding is that the indirect rate may not exceed 10% of the direct expenses without providing an indirect rate certificate from a federally cognizant agency.

Q: In order to get a better idea of what capacity our agency may need, such as staff FTE, is it possible for you to give us an estimated number of hours that are required for training, etc. to implement this?

A: The Group Peer Support (GPS) support group facilitation and the 1:1 Parent Support provider trainings takes one full day to complete each – although depending on trainer availability, may be split into two half days. However, there are additional activities that may impact staff FTE to complete this work including Task Force planning and facilitation, quarterly peer connection webinars, preparing and providing direct services, and overall contract management activities.

Q: Can you give us a sense of what the evaluation requirements are for this work? How would it compare to the requirements of the Community-Based Child Abuse Prevention Evaluation Capacity Building funding?

A: There are several aspects to the evaluation for this funding opportunity. Funded communities are responsible for Task Force agendas, meeting minutes, and sign-in documentation. For the support group or 1:1 parent support programming, funded communities will need to collect demographic and sign-in information for all services as well as a quarterly participant feedback questionnaire. There is also an evaluation for the 1-day training that will be provided for funded communities. All evaluation templates and components are provided by Perinatal Support Washington along with individualized Technical Assistance when needed. Funded communities do not have any responsibility to summarize or analyze the data themselves. In addition to these evaluation requirements, there are deliverables that will be required as well including a budget and community plan, Resource and Referral Guide, and a year-end report.

Proposed Programming

Q: Is the goal of this funding opportunity to provide one-on-one support then using these skills to facilitate groups?

A: There are two options for the direct supports, 1:1 Parent Supports or Support Groups. The goal of this funding is to have communities implement the direct service option that best meets the needs of the target population. This may be providing only a support group, or a 1:1 Parent Support program, or a combination of the two.

Q: Do we need to know who will be trained in the support group facilitation or 1:1 Parent Support programming when we apply?

A: It is best practice to have an idea of who in your community would be willing and have the capacity to provide a support group or 1:1 support program when you apply for funding. However, once you get your contract required direct service programming started, your Task Force may send additional community members to the Group Peer Support (GPS) or 1:1 Parent Support Programming trainings. Perinatal Support Washington will help communities figure out how many people may be sent to each training.

Q: If selected for funding, how much of the contract will be made up of Task Force work and how much will be on a concrete support (Support Group or 1:1 Parent Support)?

A: This often varies somewhat by community. Historically, we have found that most successful communities often spend about 60% of their time on Task Force coordination work and approximately 40% on a concrete support coordination overall. The technical assistance provided to funded communities will encourage ensuring the Task Force starts first to allow for the Task Force to help guide and inform the implementation of concrete supports.

Taskforce

Q: What are you asking that people commit to when joining a taskforce? Is it a monthly meeting? What is the scope of their work?

A: For the contract, there is a minimum requirement to run four Task Force meetings, including one in the final quarter of the contract. However, each community can determine the meeting cadence that makes the most sense to them. Some choose to hold monthly meetings, some do every-other month, and some determine that the 4 required meetings are adequate. The Task Force is meant to help build community momentum around Perinatal Mental Health issues and guide the work of this contract, such as helping to plan the 1-day training.

Q: What is the incentive for someone to join the taskforce?

A: This often depends on the community and the community members. Many things inspire Task Force participation: personal or lived experience, interest in guiding projects that address lack of resources, people professionally impacted, and many other reasons. Funded communities may offer incentives to parents to join the Task Force. In addition, you do not need to create a new Task Force for your community, if there is an existing group working on similar or related topics, they can fill the Task Force requirement.

Miscellaneous Questions

Q: Can I apply to both CBCAP funding opportunities?

A: Yes, you may apply to both programs as long as you meet the requirements for both programs. Learn about each on our webpage, here: <https://dcyf.wa.gov/services/child-dev-support-providers/home-visiting/funding-opportunities>.

Q: Will I receive a confirmation that my application has been received?

A: Yes, a DCYF representative should respond to confirm receipt of the application. Responses should be sent within 2 business days. If you do not receive a confirmation, please reach out to DCYF so we can find the issue and correct it when possible.