

State Crisis Intervention Program Research Projects

PRE-PROPOSAL CONFERENCE

TUESDAY, MARCH 26, 1 PM



Washington State
Department of
Commerce

We strengthen communities



HOUSING AND HOMELESSNESS



INFRASTRUCTURE AND BROADBAND



SMALL BUSINESS ASSISTANCE



ENERGY



PLANNING AND TECH ASSISTANCE



COMMUNITY SERVICES



CRIME VICTIMS AND PUBLIC SAFETY



ECONOMIC DEVELOPMENT

Virtual Meeting Reminders



- Presentation will be **recorded** and posted with slides
- Closed caption available
- Put your **name and org info** in the chat
- Use the **chat box** to ask all of your questions
- Questions will be answered and posted on [March 29](#), by 11:59 pm PT on our [Contracting with Commerce webpage](#)

Purpose and Background

- In 2022, Commerce was awarded funding from the US Department of Justice under the Byrne State Crisis Intervention Program (SCIP)
- Funding will improve implementation of state laws that can result in firearm relinquishment
- Pursuant to
 - Extreme Risk Protection Orders (ERPOs)
 - Orders to Surrender and Prohibit Weapons (OTSPWs)
 - Other Civil Protection Orders
- Soliciting proposals with expertise in research, data collection, analysis and presentation, evaluation of processes and outcomes

Objectives

Funded projects and the resulting recommendations will help policymakers, and system and community partners, improve the effectiveness of implementation and enforcement of the state's firearm relinquishment laws. This NOFO is intended to complement COMMERCE's other SCIP-funded projects to collectively improve the implementation and enforcement of the state's firearm relinquishment laws.

Scope of Work

- **Proposals should cover ONE of these project areas:**
 - Project Area 1: **Data collection and Analysis**
OR
 - Project Area 2: **Dashboard Design and Implementation**
OR
 - Project Area 3: **Data-Sharing**
OR
 - Project Area 4: **Support for and Coordination with Tribal Partners**
- Interested in more than one project area? Submit **separate proposals**.
- Commerce will award **ONE** contract for each project area.

Scope of Work (cont.)

REMEMBER

Select

ONE

Project Area

per

Proposal



Scope of Work (cont.)

Proposals should address

- Data elements, data sources, data collection strategies, data challenges
- Methods for data quality, confidentiality
- Additional research to be conducted
- Work with system partners on data conclusions and recommendations
- Data-sharing agreements
- Data analysis and alignment
- Strategy and timeline of final outcomes

Scope of Work (cont.)

Proposals should result in recommendations for

- Steps to implement and enforce WA firearm relinquishment laws;
- Additional types of data to be collected;
- Measures to increase cross-jurisdictional data availability and comparability;
- Ways to synthesize data;
- Steps to make existing data more complete, accessible and accurate; **OR**
- Tools, technologies, or databased to improve real-time, consistent and comprehensive tracking of data and orders.

Minimum Qualifications

- **Expertise in** gun violence research, related social or health research, and/or public entity research experience in data collection, program evaluation, and analysis **as demonstrated by projects led by and/or participated in by Proposer**
- **Licensed to do business in the state of Washington** or submit a statement of commitment that it will become licensed in Washington within thirty (30) calendar days of being selected

Given the need to expand and diversify the pool of researchers studying firearm-related issues in our state, and COMMERCE's commitment to diversity and equity, COMMERCE encourages projects that are proposed by multi-institution or multi-disciplinary teams (for example, public health, medical, public policy and criminology researchers), which include researchers who have not previously received funding from COMMERCE, or projects led by or with key roles for researchers of color, women, and/or impacted individuals. Although addressing each of these priorities is not required for all Proposals, Proposals that address any or all of these concepts are strongly encouraged by COMMERCE.

Funding

- COMMERCE intends to award multiple contracts (one contract per project area)
- COMMERCE has budgeted an amount not to exceed \$938,603 for this total project
- Individual Proposals may not exceed \$250,000
- Proposers interested in submitting for more than one project area should submit separate Proposals for each project area and may not exceed \$250,000 per project Proposal
- Proposals in excess of \$250,000 will be considered non-responsive and will not be evaluated

As part of funding decisions, COMMERCE will also consider applicants' history of performance, failure to meet deadlines, spending, and compliance with requirements from previous and current contracts with COMMERCE.

Funding (cont.)

REMEMBER

Select **ONE Project Area**

Do not exceed **\$250,000**

per Proposal



Period of Performance

Estimated

June 10, 2024 – September 30, 2026

COMMERCE reserves the right to extend the Contract for two one-year periods.

Estimated Schedule

Issue Notice of Funding Opportunity	March 11, 2024
Question & Answer Period	March 11 – April 10, 2024
Final Question & Answer Posted	April 12, 2024
Proposals DUE	Sunday, April 28, 2024 by 11:59 pm PT
Evaluate Proposals	April 29 – May 17, 2024
Virtual Presentations (if required)	May 20-22, 2024
Announce Apparent Successful Grantee	May 23, 2024
Debriefing Conferences (if requested)	May 23-30, 2024
Negotiate Contracts	May 23 – June 6, 2024
Earliest Contract Work May Begin	June 10, 2024

Questions and Answers

- **Questions?**
 - Email NOFO Coordinator [Jasmine Shurelds](mailto:jasmine.Shurelds@commerce.wa.gov) jasmine.Shurelds@commerce.wa.gov
 - Use “Contact Admin” in ZoomGrants
- **Answers!**
 - Posted **every Friday** March 11 – April 10
 - Final Q&A posted April 12
 - Find the NOFO, Presentation Recording, Presentation Slides, and Q&A at Contracting with Commerce Webpage <https://www.commerce.wa.gov/serving-communities/current-opportunities/>

Proposal Contents

1. **Certifications and Assurances (Exhibit A to this NOFO)**
2. **Letter of Submittal**
3. **Technical Proposal**
4. **Management Proposal**
5. **Cost Proposal**
6. **Diverse Business Inclusion Plan (Exhibit B to this NOFO)**
7. **Workers' Rights Certification (Exhibit C to this NOFO)**

Proposal Content: Technical Proposal

- A. Project Approach/Methodology
- B. Work Plan
- C. Project Schedule (*submitted as an attachment*)
- D. Outcomes and Performance Measurement
- E. Risks
- F. Deliverables

*This entire section is **SCORED**. Please read Section 3.3 carefully for comprehensive descriptions of each element.*

Proposal Content: Management Proposal

- A. **Project Management** *SCORED*
 - 1. Project Team Structure and Internal Controls
 - 2. Staff Qualifications and Experience
- B. **Experience of Proposer** *SCORED*
 - 1. Experience as reflected in Minimum Qualifications Section 1.3
 - 2. Other Relevant Experience
 - 3. List of Related Contracts
- C. **Related Information** *MANDATORY (but not scored)*
- D. **References** *MANDATORY (but not scored) (submitted as an attachment)*

Please read Section 3.4 carefully for comprehensive descriptions of each element.

Proposal Content: Cost Proposal

- Do not exceed \$250,000
- Designed to award to the Proposal that best meets the requirements (not necessarily least cost)
- Identify all costs including expenses to perform the service necessary to accomplish the objectives
- Upload/Submit a detailed budget using the template provide in ZoomGrants

This section is SCORED. Please read Section 3.5 carefully.

Proposal Evaluation

- **Technical Proposal – 80%**
 - Project Approach/Methodology
 - Work Plan
 - Project Schedule
 - Outcome and Performance Measurement
 - Risks
 - Deliverables
- **Management Proposal – 20%**
 - Project Management (Team Structure, Internal Controls, Staff Qualifications)
 - Experience of the Proposer
- **Cost Proposal – Extra Points Possible**
- **Workers' Rights Certification – Extra Points Possible**

How to Apply

- **Proposals are completed & submitted in ZoomGrants**
 - See [Section 2.6](#)
 - Proposals received by any other method are non-responsive and will not be evaluated
 - Late proposals will not be accepted and will be automatically disqualified
 - Any technical issues with Zoom grants please contact zoom grants at +1 866-323-5404 ext. 113
- **Proposals DUE on Sunday, April 28, 2024 by 11:59 pm PT**

2.6 SUBMISSION OF PROPOSALS

The proposal must be received by the NOFO Coordinator via [ZoomGrants](#) no later than 11:59 pm PT, on Sunday, April 28, 2024.

Proposals must be filled out and submitted through the following link using the ZoomGrants system. This link will bring you directly to the application page. If you already have a ZoomGrants account, log in and follow the instructions. If you are a new user, complete the required information for a new ZoomGrants account to create a profile. Any issues with creating an account use the "Ask ZoomGrants" link in the help menu and they will assist.

RECAP

- Soliciting proposals with expertise in research, data collection, analysis and presentation, evaluation of processes and outcomes
- Select only ONE of these project areas:
 - Data collection and Analysis
 - Dashboard Design and Implementation
 - Data-Sharing
 - Support for and Coordination with Tribal Partners
- Due not exceed \$250,000 per Proposal
- Proposals must be submitted via ZoomGrants no later than 11:59 PM PT on April 28
- Late proposals and/or proposals received outside of ZoomGrants will be disqualified from consideration



Washington State
Department of
Commerce

www.commerce.wa.gov



Thank you!

Jasmine Shurelds

NOFO COORDINATOR/SCIP PROGRAM MANAGER

Jasmine.Shurelds@commerce.wa.gov

The NOFO Coordinator is the sole point of contact in COMMERCE for this NOFO. All communication between Respondents and COMMERCE shall be with the NOFO Coordinator.