



TANF III GRANT PRE-PROPOSAL MEETING

- LETTER OF INTENT DUE (REQUIRED): JANUARY 16, 2020 5:00 PM
- APPLICATION DUE: JANUARY 24, 2020 5:00 PM

BACKGROUND

The Temporary Assistance for Needy Families (TANF) program is designed to help needy families achieve self-sufficiency. States receive block grants to design and operate programs that accomplish one or more of the purposes of the TANF program.

This grant opportunity focuses on TANF Purposes 3 and 4.

TANF Purpose 3: Prevent and reduce the incidence of out-of-wedlock pregnancies. Teen pregnancy and paternity lead to less financial stability

TANF Purpose 4: Encourage the formation and maintenance of two-parent families

- Temporary Assistance for Needy Families (TANF) Funded
- Grant period: April 1, 2020 to March 31, 2023
- Grant Opportunity
- Expected Outcomes
- Application Process
- Evaluation and Award
- Questions and Addenda

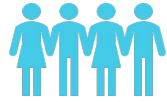
TANF III GRANT- RFGA



1. Provide Youth Development or Financial Capability/Asset Building Services

Separate grant application required for each service.

A maximum amount of up to \$900,000 per contract will be awarded



2. Programs must serve low-income, at-risk families/individuals



3. Programs are required to use a research-based design or model shown to directly support the reduction of out-of-wedlock pregnancy as outlined in TANF Purpose 3 or to form or maintain two-parent households as outlined in TANF Purpose 4.



4. If your organization is currently under contract for TANF funding with DWS:

Must provide same services at different location

OR

Must provide new services at same location

GRANT OPPORTUNITY OVERVIEW



5. Must provide sustainability plan

How do you intend to sustain program once the grant ends?



6. Scope of Work

Based on Grant Application- No SOW in RFGA

Set challenging, yet realistic, goals



7. Reporting

Progress and outcome reports will be submitted quarterly and annually

Reporting elements based on Grant Application



8. The following are encouraged to apply: public and private schools, local governments, public and private not-for-profit organizations, faith-based organizations, state offices and agencies, units of local governments and Indian tribal governments.

Subcontracting is not allowed.

GRANT OPPORTUNITY OVERVIEW

EXPECTED OUTCOMES

1. Programs will describe how their programming ties to the selected TANF purpose and service. (Financial Capacity/Asset Building or Youth Development)

2. Outcomes will be generated by agencies. Three SMART goals will be set.

Outcomes should include:
How much did you do?
How well did you do it?
How are participants better off?

TANF III Grant - Letter of Intent

Indicate your intention to submit an application for the TANF III Grant by completing and returning this form by January 16, 2020 by 5:00 PM MDT. Although this Letter of Intent is non-binding, it is a required first step in the grant process. Letters of Intent received after 5:00 PM on January 16, 2020 will not be accepted.

* Required

Email address *

Your email



Job

TANF III Grant

[Announcement](#)

[Eligibility Requirements](#)

[Application](#)

[Addendum](#)

[Questions & Answers](#)

Application

- [TANF III Grant RFGA Packet](#)
- [Appendix I – Cover Sheet](#)
- [Appendix II – Program Information](#)
- [Appendix III – Proposal Narrative](#)
- [Appendix IV – Budget Narrative](#)
- [Appendix V – Budget Detail Form](#)

LETTER OF
INTENT &
APPLICATION

BUDGET INFORMATION

**Appendix IV
Department of Workforce Services
Budget Narrative and Itemization Form**

All planned expenses must be itemized, detailed and described for each line item.
Cells may be expanded as necessary in order to provide all required information.

Organization:

Contract Dates:

Date:

Category I - Indirect Expenses:

a) NICRA - If the organization has a federally approved Negotiated Indirect Cost Rate Agreement (**NICRA**), the NICRA **must** be used in Category I, unless the organization voluntarily chooses to waive indirect costs or charge less than the full indirect cost rate. Any administrative costs that are not part of the base of the NICRA and are direct charged can be listed in Category II.

b) De Minimis - If the organization does not have a NICRA and chooses a **de minimis rate**, Category I **must** be used. The de minimis rate can be charged at 10% of Modified Total Direct Costs (MTDC). MTDC is defined as being: All direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward. No expenses should be entered into Category II if choosing the de minimis rate.

Category I Indirect Expenses	NICRA Rate and Base(s) - OR - De Minimis	Grant Funds Requested
Indirect Costs		\$ -

Cannot exceed the entity's federally approved indirect cost rate (NICRA) - OR - the entity's 10% de minimis rate based upon eligible Category III expenses as listed in the notes below.

Category II - Direct Administrative Expenses:

If the organization **DOES NOT** have a NICRA and chooses not to use the de minimis rate, the organization **must** use Category II if charging Direct Administrative Expenses.

Appropriate Uses of TANF Funds

The TANF program provides funding for a wide variety of employment and training activities, supportive services, and benefits that will enable clients to get a job, keep a job, and improve their economic circumstances. As a general rule, grantees must use the available funds to assist eligible, needy families with a child and to accomplish one of the four purposes of the TANF program:

1. Provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.
2. Reduce the dependency of needy parents by promoting job preparation, work and marriage.
3. Prevent and reduce the incidence of out-of-wedlock pregnancies.
4. Encourage the formation and maintenance of two-parent families.

APPLICATION PROCESS

APPLICATION PROCESS



- Letter of Intent (REQUIRED): Thursday, **January 16, 5:00 pm (MT)**.
- Application Submission Deadline: **Friday, January 24, 5:00 pm (MT)**.
- Intent to Award: February 2020.
- Award Effective Date: April 1, 2020 – March 31, 2023.
- Must use provided forms to submit application.
- Applicant must bear the cost of preparing and submitting application.
- Application must be formatted as outlined.

APPLICATION PROCESS



- Application forms must be typed. The forms are created as saveable documents. The PDF forms need to be submitted by email in the original format, not scanned.
- Each service must have its own application.
- One signed copy via email, with all PDF forms in the original format and all attachments to tanfgrant@utah.gov with the subject line as:
 - TANF III- (Financial *or* Youth) XYZOrganization
- No hard copies are required
- A DUNS number is required for an executed contract.
- Only include solicited materials with your application. All additional unsolicited information will be discarded prior to scoring.

EVALUATION AND AWARD



Grant applications will be evaluated and awarded on a competitive basis



Each service must have its own application



Applicants must be available for presentations upon request



Successful grant applications will be open to public inspection under the guidelines of the Government Records Access and Management Act (GRAMA)



Evaluation Score Sheet (pages 21-22 in RFGA)

100 points possible

Applications scoring less than 60% of the total points possible may not be considered

ATTACHMENT A
Department of Workforce Services (DWS)
Grant Terms and Conditions

DEFINITIONS:

- a. "**GRANTEE**" means the individual or entity receiving the funds identified in this Agreement. The term "GRANTEE" shall include GRANTEE's agents, officers, employees, and partners.
- b. "**Subcontractor/Subgrantee**" means an individual or entity that has entered into an agreement with the original GRANTEE to perform services or provide goods which the original GRANTEE is responsible for under the terms of this Agreement. Additionally, the term "subgrantee" or "subcontractor" also refers to individuals or entities that have entered into agreements with any subgrantee if: (1) those individuals or entities have agreed to perform all or most of the subgrantee's duties under this Agreement; or (2) federal law requires this Agreement to apply to such individuals or entities.
- c. "**Volunteer**" means an authorized individual performing a service without pay or other compensation.
- d. "**Confidential Information**" means information that is deemed as confidential under applicable state and federal laws, including personal information. DWS reserves the right to identify, during and after this Agreement, additional reasonable types of categories of information that must be kept confidential under federal and state laws.
- e. "**State of Utah**" means the State of Utah, in its entirety, including its institutions, agencies, departments, divisions, authorities, instrumentalities, boards, commissions, elected or appointed officers, employees, agents, and authorized volunteers.

GOVERNING LAW AND VENUE: This Agreement shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Agreement shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City in the Third Judicial District Court for Salt Lake County.]

**GRANT
TERMS &
CONDITIONS**

ATTACHMENTS

Attachment A – Grant Terms and Conditions

Attachment B – Appropriate Use of TANF Funds

Attachment C – RFGA Evaluation Scoresheet

Attachment D – Non-Disclosure Agreement

Attachment E – Code of Conduct

Attachment F – Background Check Requirement

Attachment G – Budget Instructions

Attachment H – Federal Grant Funding Requirements Form

QUESTIONS?

TANFGRANT@UTAH.GOV

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