

THIS IS NOT A REQUEST FOR PROPOSAL

**Request For Information
For The Pregnancy Assistance Fund Grant Application
March 2013**

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SECTION 1 BACKGROUND AND OBJECTIVES

1.1 Background Information for the Project.

The Federal Office of Adolescent Health (OAH) has announced the availability of funds for the development and implementation of programs for expectant and parenting teens, women, fathers, and their families. The Pregnancy Assistance Fund (PAF) grant programs are designed to strengthen access to and completion of secondary and postsecondary education, improve health outcomes for mothers and children, improve pregnancy planning and spacing, and reduce the likelihood of repeat teen pregnancies. The PAF also seeks to increase parenting skills for mothers, fathers, and their families, decrease intimate partner violence, strengthen co-parenting relationships and marriage where appropriate, and raise awareness of available resources among expectant and parenting teens.

These funds must be competitively applied for and the Iowa Department of Public Health plans to apply for two of the four available categories:

- Providing support for expectant and parenting students in Iowa's community colleges.
- Increasing public awareness and education of services available for expectant and parenting teens, women, fathers and their families.

The Iowa Department of Public Health, hereafter known as the Department, is currently in the process of writing the grant application, which is due in early April 2013. In order to strengthen the grant application by providing specific project details, the Department is interested in gauging interest and ideas from Iowa's community colleges and any other party.

In the event the Department receives a grant award, there is potential a portion of these funds* will be available to the community colleges or interested parties for implementation of the project.

*Note: the potential funds must be matched by the community colleges at 25 percent. The match funds cannot be federal dollars, but may be cash or in-kind.

1.2 Information Sought.

The Department is seeking information from Iowa's community colleges and interested parties who are interested in providing support for expectant and parenting students in Iowa's community colleges.

Specifically, the Department is seeking information regarding:

- Interest among Iowa's community colleges to develop and implement programming for expectant and parenting students,
- Ability to meet match requirement,
- Current programming and resources available to expectant and parenting students at Iowa's community colleges,
- Gaps in services for expectant and parenting students at Iowa's community colleges, and
- Existing community partnerships that provide services to pregnant and parenting students and their families.

The purpose of this Request for Information (RFI) is to allow all interested parties to provide the department with the requested information and interest to assist the department in preparation of a OAH PAF grant application.

1.3 Relevant Dates

Event

Dates

Issue RFI
RFI Responses Due

March 14, 2013
March 22, 2013

1.4 Submission of Response

This request requires any interested parties wishing to submit information to respond to this Request for Information (RFI) by 4:00 p.m., Central Time, on March 22, 2013.

The interested party's response may be hand-delivered, faxed, e-mailed, or mailed to the Department. Responses will not be accepted over the telephone. However, the Department reserves the right to make telephone contacts or follow up on information submitted in any manner deemed appropriate by the Department.

1.5 Contact Information

The contact at the Department for technical questions and submission of responses will be:

Addie Rasmusson	e-mail	Addie.Rasmusson@idph.iowa.gov
321 E 12 th Street		
Lucas State Office Building	FAX	(515) 725-1760
Des Moines, IA 50319		

1.6 Administrative Matters

1.6.1 This RFI is designed to provide interested parties with the information necessary for the preparation of an appropriate response. It is not intended to be comprehensive, and each interest party is responsible for determining all factors necessary for submission of a comprehensive response.

1.6.2 The Department reserves the right to modify this RFI at any time.

1.6.3 Responses should be based on the material contained in this RFI or any other relevant information the interested party thinks is appropriate.

1.6.4 By submitting a response each interested party agrees that it will not bring any claim or have any cause of action against the Department, the State of Iowa, or any employee of the Department or the State, based on any misunderstanding concerning the information provided or concerning the Department's failure, negligent or otherwise, to provide the interested party with pertinent information as intended by this RFI.

1.7 Review and Rejection of RFI Responses

1.7.1 The Department reserves the right to reject any and all responses, in whole and in part, received in response to this RFI at any time.

1.7.2 An RFI response may be rejected outright and not reviewed for failure of the interested party to deliver the response by the due date. Therefore interested parties are asked to make every effort to meet the RFI timelines and to include the requested information.

1.7.2 An RFI response will not be subject to a RFP type of evaluation but only a review of information in the RFI.

1.8 Public Records and Requests for Confidentiality

1.8.1 The release of information by the Department to the public is subject to Iowa Code Chapter 22 and other applicable provisions of law relating to the release of records in the possession of a State agency. Interested parties are

encouraged to familiarize themselves with these provisions prior to submitting a RFI response. All information submitted by a interested party may be treated as public information by the Department unless the interested party properly requests that information be treated as confidential at the time of submitting the response.

1.8.2 Any requests for confidential treatment of information must be included in a cover letter with the interested party's RFI response and must enumerate the specific grounds in Iowa Code Chapter 22 or other legal reasons which support treatment of the material as confidential and must indicate why disclosure is not in the best interests of the public. The request must also include the name, address and telephone number of the person authorized by the interested party to respond to any inquiries by IDPH concerning the confidential status of the materials.

1.8.3 Any documents submitted which contain confidential information must be marked on the outside as containing confidential information, and each page upon which confidential information appears must be marked as containing confidential information. The confidential information must be clearly identifiable to the reader wherever it appears. All copies of the proposal submitted, as well as the original proposal, must be marked in this manner.

1.8.4 In addition to marking the material as confidential material where it appears, the interested party must submit one copy of the RFI response from which the confidential information has been excised. The confidential material must be excised in such a way as to allow the public to determine the general nature of the material removed and to retain as much of the document as possible. These pages must be submitted with the cover letter and will be made available for public inspection.

1.8.5 The interested party's failure to request in the RFI response confidential treatment of material pursuant to this Section and the relevant laws and administrative rules will be deemed by the Department as a waiver of any right to confidentiality which the interested party may have had.

1.9 Copyrights

By submitting a response the interested party agrees that the Department may copy the response for purposes of facilitating the evaluation or to respond to requests for public records. The interested party represents that such copying will not violate any copyrights in the materials submitted.

1.10 Restrictions on Gifts and Activities

Iowa Code chapter 68B contains laws which restrict gifts which may be given or received by state employees and requires certain individuals to disclose information concerning their activities with state government. Interested parties are responsible for determining the applicability of this chapter to their activities and for complying with these requirements. In addition, Iowa Code chapter 722.1 provides that it is a felony offense to bribe a public official.

1.11 Cost to Interested Party

The Department is not responsible for any costs incurred by an interested party which are related to the preparation or delivery of the response, any on-site inspection that may be required, or any other activities related to this RFI.

1.12 Responses Property of Department

All printed information used in the interested party's response becomes the property of the Department. The Department will have the right to use ideas or adaptations of ideas that are presented in the responses.

1.13 Sources of Information Used by the Department in Addition to the Responses

The Department reserves the right to contact interested parties after the submission of responses for the purpose of clarification and to ensure mutual understanding.

1.14 No Obligation to Issue Request for Proposal (RFP) or Request for Bid (RFB)

The issuance of this RFI in no way constitutes a commitment by the Department to issue a RFP, RFB or contract for the project described in this RFI.

1.15 Interested Party Responses Identifying Information

1.15.1 State the name and principal place of business or residence of the interested party.

1.15.2 Identify the interested party's type of business organization/entity such as a corporation, partnership or educational institution.

1.15.3 State the interested party's place of incorporation, if applicable.

1.15.4 State the name, address, email address, telephone number and FAX number of the interested party representative to contact regarding all technical matters concerning this RFI.

1.16 Interested Party References

Please include any applicable references demonstrating your ability to provide relevant responses to this RFI.

SECTION 2 GENERAL REQUIREMENTS

The Department intends to submit a proposal for this grant opportunity and seeks to strengthen the application by obtaining interest and information provided by Iowa's community colleges.

Interested parties may respond to any or all of the questions below. A response to each question is not required. In responding to the questions, please consider the resources and services available to the expectant and parent student's attending your institution.

What level of interest is there at your community college to implement programming for expectant and parenting students if funding were available?

If funds become available for services described, what is the ability of your community college to match 25% (non-federal) as cash or in-kind?

What services and resources are currently available at your community college for pregnant and parenting students?

What strategies do you suggest for strengthening your current services and resources for pregnant and parenting students?

What are three (3) to five (5) services that could enhance success for pregnant and parenting students?

Are there any pregnant and parenting students at your community college who have had trouble accessing the following:

- a. Healthcare?*
- b. Housing?*
- c. Childcare?*
- d. Transportation?*
- e. Living essentials?*
- f. Peer support?*

If students are having trouble accessing the services listed above, how would you propose diminishing barriers?

SECTION 3 OTHER FEATURES

Is there any other feature, service or option you believe the Department should be aware of in preparation of a grant application? If so, please describe the feature, service product or option and explain how it would improve the program served as identified in this RFI.