

**GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
LAW ENFORCEMENT AND VICTIM SERVICES DIVISION**

**CHILD ABUSE VICTIMS WITH DISABILITIES:  
FIRST RESPONDER TRAINING PROGRAM  
COMPETITIVE REQUEST FOR PROPOSAL**

**PART I – INFORMATION**

**A. INTRODUCTION**

This Request for Proposal (RFP) provides all of the information and forms necessary to prepare a proposal for the Governor's Office of Emergency Services (OES) grant funds. The terms and conditions described in this RFP supersede all previous RFPs and conflicting provisions stated in the *Recipient Handbook*. The *Recipient Handbook* provides helpful information for developing the proposal and can be accessed at the website, [www.oes.ca.gov](http://www.oes.ca.gov), by selecting "Plans and Publications, *Recipient Handbook*."

**B. CONTACT INFORMATION**

Questions concerning this RFP, the application process, or programmatic issues should be submitted by telephone, fax, or e-mail.

Contact information is provided below; however, OES staff cannot assist the applicant with the actual preparation of its proposal. During the period of time between the publication date of the RFP and the date the competitive proposal is due, OES can only respond to technical questions about the RFP submitted by telephone, fax, or e-mail.

Roseann St. Clair, Senior Program Specialist, Children's Section at (916) 323-7729 or [roseann.stclair@oes.ca.gov](mailto:roseann.stclair@oes.ca.gov).

**C. PROPOSAL DUE DATE AND SUBMISSION OPTIONS**

**One original and three copies** of the proposal must be delivered to OES' Law Enforcement and Victim Services Division by the date and time indicated below. **A late proposal will be deemed ineligible for funding.** Submission options are:

1. Regular or overnight mail, **postmarked by Monday, October 2, 2006** to:

Governor's Office of Emergency Services  
Law Enforcement and Victim Services Division  
Children's Section – Roseann St. Clair  
3650 Schriever Avenue  
Mather, CA 95655  
Attn: Child Abuse Victims with Disabilities: First Responder Training Program RFP

2. Hand delivered by **5:00 p.m. on Monday, October 2, 2006** to:

Governor's Office of Emergency Services  
Law Enforcement and Victim Services Division  
Children's Section – Roseann St. Clair  
3650 Schriever Avenue  
Mather, CA 95655  
Attn: Child Abuse Victims with Disabilities: First Responder Training Program RFP

#### **D. ELIGIBILITY**

Local units of government, or nonprofit 501(c)(3) agencies with the ability to implement the program and achieve the objectives are eligible to apply for this funding opportunity.

#### **E. FUNDS**

The Child Abuse Victims with Disabilities: First Responder Training (CAVD) Program is funded with federal CJA funds. One CAVD Program project will be selected for funding through this competitive process. The total amount available for the CAVD Program is \$75,000. This funding allocation is for the first year of a three-year program. The funds available through this RFP are for the grant period beginning January 1, 2007 and ending December 31, 2007. Continuation funding is contingent upon availability of the Children's Justice Act funds, successful project performance, and compliance with program requirements.

#### **F. PROGRAM INFORMATION**

The purpose of the Child Abuse Victims with Disabilities: First Responder Training (CAVD) Program is to train first responders to incidents of abuse on how to better and appropriately respond to victims with disabilities so as to reduce trauma, prevent revictimization, and successfully investigate and prosecute the abuse case.

The applicant selected for funding will be required to deliver a multidisciplinary training on existing first responder curriculum, using either a curriculum the applicant has already developed or the curriculum funded by OES and developed by ARC Riverside. See attachment A for a brief summary and table of contents of ARC Riverside's curriculum. A complete version of the curriculum can be accessed at the website, [www.oes.ca.gov](http://www.oes.ca.gov), by selecting "OES Divisions and Regions; Law Enforcement and Victim Services Division; Publications and Brochures." Please refer to 3 documents: Child Abuse Victims with Disabilities - Instructor Manual; Child Abuse Victims with Disabilities - Participant Manual; and Child Abuse Victims with Disabilities - Power Point. The target population for the training is child abuse professionals from disciplines primarily responsible for the first response to incidents of abuse such as law enforcement, child welfare, victim services, prosecution, medical, etc.

As a result of the trainings, participants will have a better understanding of the trauma abuse victims with disabilities may suffer in the investigation and prosecution phase of the case. First responders will be trained on how to conduct interviews during the investigation in situations where the disability may hinder information gathering and evidence collection. Those trained will have increased awareness of the special needs or accommodations needed to be made to effectively and appropriately serve the child abused victim. Additionally, the first responder training will help increase collaboration between agencies involved in the investigation and prosecution of incidents involving child abuse victims with disabilities and inform first responders of existing resources to assist them when involved in these situations.

Better trained first responders will be able to identify child abuse victims with disabilities and ensure these child victims are provided the same services as those without disabilities. Since children with disabilities are abused at approximately 3.5 times the rate of children who do not have disabilities, specific training for

first responders on issues presented by children with disabilities will help to identify these children and intervene on their behalf. This will have a tremendous effect statewide on the system by ensuring abuse cases involving children with disabilities are actually investigated and not dismissed when first responders did not know how to handle the investigation.

## **G. PREPARING A PROPOSAL**

For clarity, the forms in Part IV include a Proposal Cover Sheet. Please complete the Proposal Cover Sheet and attach it to the front of your proposal.

The following eight (8) components are required for a complete proposal:

- Proposal Cover Sheet;
- Grant Award Face Sheet (OES A301);
- Project Contact Information;
- Certification of Assurance of Compliance;
- Preference Points Certification Form (*if applicable*);
- Project Narrative;
- Budget Narrative and the Project Budget (OES A303a-c); and
- Proposal Appendix (*if applicable*).

**NOTE:** Failure to include all of the required components may result in a reduced score or disqualification. OES will not advise the applicant his/her proposal is incomplete prior to rating or disqualification.