

Ohio Children's Trust Fund- Northeast Region

SFY 2026/ SFY 2027

RFGA Applicant Questions & Answers Summary

1. Q: Our agency facilitates several versions of a <selected program> for multiple populations (parents, teachers, and children). Should we include data for all programs in our application?

A: While program data is not required, you are welcome to provide supporting data and/or other information in your application proposal to demonstrate your agencies expertise or experience with delivering your selection of approved program(s) and relevant target populations. If including in your narrative, please be mindful of word counts and length. You are also welcome to include items within the appendix section to support your narrative.

2. Q: Can we use this funding to supplement implementation of <selected program> for families who do not qualify through other funding sources, such as our local county ADM Board sliding fee scale? We also receive out of county referrals that we cannot currently serve through other funding sources; can this funding be utilized to serve those participants?

A: Yes, this funding can be utilized to provide your selected program to in-county or out of county participants who you are **not** able to receive reimbursement for from another funding source. Families must fit within the OCTF definitions of a primary or secondary prevention strategies and reside within a county in the Northeast region. Please include supporting information about these gaps in your narrative when discussing the counties your intend to serve, your participant goals by county, and how you intend to maintain clear records to avoid duplication of services. As stated in the application packet, tertiary prevention strategies focused on intensive, individualized treatment with families with high risk factors for child abuse or where maltreatment has already occurred are not appropriate, and will not receive funding.

3. Q: Under this funding, would we be able to receive reimbursement when a family no shows or cancels a session to cover lost revenue and/or staff time?

A: No, reimbursement is not available when a participant no shows or cancels for a session of a program.

4. Q: Can you provide more information about the letters of support requirement by county?

A: Two letters of support from entities familiar with your agency's programs and/or services should be provided for each county that you are planning to serve. Entities providing a letter of support should be familiar with the county and ideally provide services within that county. Letters of supports can be from partner organizations who

will actively be receiving services or assisting in your implementation or from organizations who are able to endorse or support your agency's merits and qualifications in providing services to families. Letters of support should be appear on agency letterhead, be signed by an representative of the entity, and be submitted with your application in the appendix section.

5. Q: What format is recommended for the Revenue/ Expense statement?

A: Agency revenue and expense statement documentation should include submission of the most recent audit report for your agency, or IRS Form 990, Return of Organization Exempt from Income Tax (similar to a tax return for non-profit organizations).

6. Q: Can you clarify what is meant by Agency/ Individual licensing credentials? What format would be preferred (i.e. list, copies of certificates, etc.)?

A: Please include any copies of agency or individual credentials that demonstrate your ability and capacity to implement your selected program(s) to fidelity and/or as required by the developer. Examples may include training certifications, proof of attendance at required trainings, agency licensing or certifications, etc. Any copies of certifications, licensing or other supporting documents should be attached to your application in the appendix section.

7. Q: We provide a program that focuses on the child as the primary client, not the parent. Are we able to receive funding for this program, whether it be treatment or prevention focused?

A: No, the Northeast Region of OCTF currently only funds programs from the approved list with a primary focus on parent education with parents or caregivers. All programs should be implemented as primary or secondary prevention strategies as defined in the application packet. Tertiary prevention interventions focused on intensive, individualized treatment with families with high risk factors or where child maltreatment has already occurred, are not appropriate and will not be funded.

For more information about how the State of Ohio defines child abuse and child neglect prevention, please refer to the Ohio Revised Code Section 3109.13 at <https://codes.ohio.gov/ohio-revised-code/section-3109.13>.

8. Q: Where can organizations find and review the newly required OCTF Parent/Caregiver Intake Form and assessment tools listed such as the Parent & Family Adjustment Scales (PFAS), Parenting Experience Survey (PES), and Upstream Social Interaction Risk Scale (USIRS), referenced on page 2 of the RFGA?

A: The new Parent/ Caregiver Intake Form is still currently in development by OCTF, but a copy of the current form can be found [here](#). Few changes are expected. A list of required assessments has been provided by OCTF, but the specific assessments completed by providers will depend upon their selected programs and outcomes. More information

about requirements will be provided to those awarded. These forms can readily be found in the public domain through a web search, but links to examples have been provided below for reference.

PES: https://casa-trinity.org/wp-content/uploads/2024/08/ENG0187_Parenting-Experience-Survey.pdf

PFAS:

<https://pfsc.psychology.uq.edu.au/files/2624/Parenting%20and%20Family%20Adjustment%20Scales%281%29.pdf>

9. Q: Is there a specific model of Parent Café required by OCTF?

A: Yes, OCTF requires funded providers to use the Ohio Model of Parent Café, which varies slightly from the Be Strong Families version. If your staff are already trained in the Be Strong Families version, this can be submitted with your application to demonstrate existing training, but OCTF asked that providers plan to have staff train in the Ohio model before implementing under OCTF funding. More information about the Ohio Model can be found at: <https://octf.ohio.gov/resources-for-parents/articles/parent-cafe-experience>.

10. Q: In the past, OCTF has asked funded service providers to recruit and engage program participants for parent/caregiver focus groups, which has required additional staff time. Is it possible to include staff time for such activities in our budget?

A: Yes, this should be included with your personnel costs in your budget. We are planning to continue with annual parent focus groups for the region, pending continuation of the parent engagement funding from OCTF. More information will be provided to awarded providers during negotiation of service agreements.

11. Q: Are you able to share a Word file or other editable document of the application cover sheet, checklist and attachments, so applicants can easily edit this information/application?

A: Yes, a MS Word version of the application is included with this summary and has made available on our website at <https://www.starkfamilycouncil.org/ohio-childrens-trust-fund/>.

12. On page 14 and 16 of the RFP packet, it states to calculate mileage reimbursement “at the current rate of 50 cents per mile”, however on page 19- Attachment C: Allowable Expenditures List it states that mileage “up to a maximum reimbursable rate by the State of Ohio Office of Budget and Management” is allowable under OCTF. The current state rate is listed as 58 cents per mile. Should we calculate reimbursement for mileage at this rate?

A: No, mileage should be calculated at the stated rate of 50 cents per mile per the coordinating entity, Stark County Family Council.

13. Q: The OCTF Allowable/Unallowable Expenditures attachment states that some costs are allowable, but require pre-approval from an OCTF Program Manager. If we wish to include any of these types of expenses, should they be added to our proposed budget for consideration and negotiated upon award or should we reach out for prior approval before submission of our application? Who should be contacted for preapprovals, if required prior to application submission?

A: If you have an allowable expense that requires pre-approval from an OCTF program manager, please include these items in your budget proposal and provide a detailed justification. Pre-approvals will be provided upon award during the negotiations process.

14. Q: Can you confirm that, although listed as a required material on the checklist on page 9 of the RFP packet, the Letter of Intent does NOT need to be included in the final application submission package (per section D on page 5 of the RFP packet)?

A: The letter of intent does not need to be included again with your final application submission. However, it is considered part of a complete application and included to serve as a checklist for both applicants and the review committee.