



Black Family Development, Inc.

BID NUMBER 2018-GP-BX-0036 APPLICATION FOR RESEARCH AND EVALUATION SERVICES

SECTION A. INTRODUCTION:

I. ELIGIBILITY

Black Family Development, Inc., (BFDI) is seeking bids for its Project Safe Neighborhoods (PSN) Research and Evaluation (RE) component.

Important dates:

- a. Project Time Period: October 1, 2018-September 30, 2021
- b. Bid total amount for project time period, is capped at: \$103,343.00
- c. Bid Number: BFDI 2018-GP-BX-0036-RP
- d. Number of applicants that will be selected: 1
- e. Bid application is due by: May 2, 2019, 4:00 p.m. local time.
- f. Bids received after the bid due date and time will be returned unopened.
- g. Questions should be emailed to: athompson@blackfamilydevelopment.org by: April 26, 2019, 4:00 p.m. local time.
- h. Questions received after April 26, 2019 4:00 p.m. local time, will not be considered.
- i. Based on Department of Justice approval, the successful bid will be awarded by: May 21, 2019 4:00 p.m. local time.

In order to be eligible to bid, applicants must:

- j. Provide PSN research services based on the PSN Scope of work and target area.
- k. Have 10-20 years of criminal justice research and evaluation experience, which includes analysis and evaluation of multiple violence reduction and public safety programs, collaborative relationship with university is preferred.
- l. Have 3-5 years of experience partnering with the PSN Task Force
- m. Have 3-5 years of experience providing project management on federally funded grants.
- n. Not be listed on the Federal Debarment Registry

II. CRITERIA FOR SELECTION

In order to be considered for selection as the research partner, the research partner (agency or university) will display, describe and demonstrate the following:

- a. That it can meet the eligibility criteria
- b. That it has experienced staff and a research team with the requisite skill sets to accomplish the PSN research scope of work, preferably with a PHD as lead researcher and PHD candidate as support.
- c. That it has skilled PHD staff with advanced quantitative and qualitative skills, as well as significant training in criminological theory.
- d. That it has 3-5 years of experience with Project Safe Neighborhoods data mapping and input into the DOJ Performance Matrix Tool.
- e. That it has a fully developed PSN Partner assessment tool such as the VRAT.
- f. That the PSN RE Team will be on board within 2 weeks of award notification and prepared to provide weekly, monthly, quarterly, semi-annual, annual, closeout assessment, and evaluation reports.
- g. That it will meet on a bi-monthly basis in the target area city, with the PSN Collaborative Partners.
- h. That it is familiar with the GUNSTAT process.
- i. That it will develop a research logic model based on the PSN logic model.
- j. That it will provide ongoing analyses of the violent crime problem, and build on the experience of the current PSN initiative in order to support the target area selection.
- k. That it will provide ongoing analyses to identify the drivers of violent crime.
- l. That it will provide support for strategy identification, including the consideration of evidence-based and evidence-informed strategies and innovative practices.
- m. That it will provide ongoing assessment and feedback
- n. That it will provide evaluation of impact.

III. SCOPE OF WORK DETERMINED BY PSN OBJECTIVES:

The success of Detroit's PSN Model has been achieved by taking a synergistic approach to crime reduction. The objective of planning, implementing and scaling up Detroit's PSN using this approach includes: selecting experienced sub-recipients capable of assuring that PSN model fidelity is achieved; identifying areas within Detroit that have the most significant issues with violence; selecting a target area; identifying the offenders who are driving the violence in these target areas; prosecuting those offenders to provide the most certain and appropriate sanctions; effectively paroling offender re-entry into the target area; developing community relationships; and, by accountability and data driving decision making through measuring outcomes. In order to assure PSN Model fidelity, it is the expectation of Black Family Development, Inc. that all sub-recipients selected shall have a three to five year history of progress in achieving these PSN objectives.

IV. TARGET AREAS CHOSE:

Within Detroit, violent crime involves the use of firearms and is geographically concentrated. According to DPD Crime Intelligence, in 2017, 82 percent of all homicides in Detroit were committed with firearms. For every one homicide committed with a firearm, there are approximately three to three and a half non-fatal shootings. Thus, serious gun-related violence is the focus of Detroit PSN. This gun violence is geographically concentrated at both the precinct levels and in micro-places within precincts. The PSN focus area is Detroit's 9th precinct, and hotspots within the 9th precinct. The 9th precinct has historically had the highest levels of violent crime in the city. Despite progress in reducing fatal and non-fatal shootings over the last few years, the 9th precinct continues to have the highest levels in the city. For example, in 2017, the 9th precinct had 175 fatal and non-fatal shootings. The next highest precinct had 128 such incidents. For the first 10 months of 2018, the 9th precinct had 156 fatal and non-fatal shootings, whereas all other precincts were below 100. Thus, the 9th precinct was selected to serve as the PSN target area (see also Table 1

below). The goal of the PSN project is to reduce gun crime and gang violence within the 9th Precinct. This area is bounded by McNichols (South), Gratiot to 7 Mile and 7 Mile to Hayes (East), Hoover to 7 Mile and 7 Mile to Outer Drive (West), and 8 Mile (North). Within the 9th Precinct five areas of concern have been identified based on hot spot analyses, henceforth referred to as Cluster 1. As seen in Table 1, this area was chosen as the PSN target area due to its high incidences of homicide and non-fatal shootings. With an estimated population of 38,416, Cluster 1 is located on the East Side of Detroit in the Northeast corner of the 9th Precinct. While violent crimes may occur across the city, a particularly high rate of these offenses is concentrated within Cluster 1 warranting greater attention. From January 1, 2017 to November 19, 2018, Cluster 1 had a total of 35 homicides and 146 non-fatal shootings.¹ From January 1, 2018 to November 19, 2018 alone, there have been 15 homicides and 69 non-fatal shootings in the area.

Table 1. Estimated Population of Proposed Area	Proposed Area Description (SCAs)	Homicide Total	Non-Fatal Shooting Total	2018 Homicide (YTD)	2018 Homicide Rate	2018 Non-Fatal Shooting (YTD)	2018 Non-Fatal Shooting Rate	2017 Homicide	2017 Homicide Rate	2017 Non-Fatal Shooting	2017 Fatal Shooting Rate
38,416	9-1, 9-2, 9-5, 9-6, 9-7	35	146	15	39.04	69	179.61	20	52.06	77	200.43

V. PSN ACTION RESEARCH MODEL

The proposed project follows the PSN action research model that involves

a. Objective criteria:

1. Identify offenders who are driving violence in the target areas.
2. Prosecute those offenders to provide the most certain and appropriate sanctions.

¹ Sources: DPD preliminary offense data from 1/1/2017 to 6/12/2018, US Census Bureau 2016 ACS 5-year population estimates. Crime rates are per 100,000 persons and are calculated using 2016 population estimates. 2018 rates are based on current YTD numbers. Offense counts are based on a charge level of granularity: if a report contains more than one violent offense charge, each of the charges is included in the count.

3. Effectively parole offender re-entry into the target area, and form community relationships.
4. Evaluation of data to use for data driven decision making and assure PSN Model fidelity and accountability.

VI. DESCRIPTION OF WORK

Substantively, research and evaluation for the PSN target area should follow the Action Research Model. This includes providing ongoing crime analysis services, as well as embedded crime analysts that serve and support the implementation of the PSN strategies and objective criteria. It is critical that the PSN analyst be a member of this PSN collaboration and have access to the data systems used for crime analysis to support PSN tactical and strategic responses to violent crime. This includes at a minimum, monthly production of hotspot maps that provide both spatial and offender-based intelligence. It also includes advanced analytical products (e.g., social network analyses; risk terrain modeling; spatial techniques). The embedded analysts will also play a key role in tracking performance and in inputting metrics that are critical for PSN performance metrics PMT quarterly reporting. PSN reporting also includes monitoring performance metrics and providing feedback to the PSN task force. Finally, the Research Partner will conduct an evaluation of PSN and prepare a final report for upload to the DOJ.

SECTION B APPLICATION:

HOW TO APPLY

Interested parties should send the project and experience narratives, along with submission checklist documents, by the requested due date and time identified in Section A, to:

By mail:

Alice G. Thompson – CEO
Black Family Development, Inc.
2995 East Grand Blvd.
Detroit MI 48202

By email:

athompson@blackfamilydevelopment.org

I. PROJECT NARRATIVE

Each Applicant's project narrative must address the following:

- a. Please describe how your agency, university and research team can meet the eligibility, project design, target area, research design and scope requirements identified in Section A.
- b. Criteria For Selection – each applicant must address each Criteria for Selection question identified in Section A, by responding to the following:
 1. Please demonstrate how you have presented complicated quantitative analysis to stakeholders.
 2. Please describe how your research team will accomplish data gathering, vetting, segmentation, evaluation, and inputting to the DOJ Performance Measurement Tool.
 3. Please describe your familiarity with data mapping for violent crime programs.
 4. Please describe your most recent significant research findings relative to reduction in crime programs.

5. Please demonstrate how your agency, university and research team, will coalesce data into reportable formats that describe the PSN strategies.

II. EXPERIENCE

Each applicant is required to provide a brief narrative paragraph describing the experience of the lead staff assigned to the research team. Each applicant is required to complete a closing paragraph that describes the applicant's unique experience and ability to achieve the research strategies of Project Safe Neighborhoods, as outlined in this bid.

III. SUBMISISON CHECK LIST DOCUMENTS REQUIRED

- a. Applicant must use Arial 12 font, 1" margins, double spaced and no more than 20 pages. No double-sides pages for items b – f (see also file size requirement under IV. below).
- b. A Cover Letter signed by an authorized individual, that identifies applicant name, address, contact, FEIN, project name, project period, total funding requested, and Bid Number.
- c. Project Narrative – Applicant must include a response to all eligibility and criteria selection requirements. Applicant must use footnotes where references are identified.
- d. Experience – Applicant must include resumes of lead researcher and assistants.
- e.
- f. Project Logic Model – Applicant must include a research logic model that illustrates the Logic Models connection to the PSN Logic Model.
- g. Project Timeline – Applicant must include a project time line for the 3-year budget period.
- h. Budget, Including Budget Narrative – Applicant is required to review the bja.gov site for allowable and unallowable cost associated with federal grants. Applicant must assure that all PSN related cost are reasonable, allocable, necessary, and allowable as defined in 2 CFR 200-E and that no part of the

PSN RE services are subcontracted. Applicants may develop their own budget templates, however the budget and narrative must be in excel format.

- i. Debarment Certification – Applicant must provide certification that applicant is not listed on federal, state or local debarment registry.
- j. Most recent financial statement and management letter.
- k. Lobbying Disclosure
- l. Non-Discrimination Certification must be included with the bid.
- m. Letters of Support – Applicant must include 3 letters of support.
- n. Indirect cost rate approval letter (if applicable)
- o. If applicant is designated as a state or local government, then form 1373 certification will be required.

IV. BID RECEIPT PROCESS

All bid applications received by mail will be date stamped upon receipt and logged in the bid log. Bids received by email will be stamped with the time of receipt listed on the email. Bids emailed without BFDI acknowledgement of receipt are considered not received. Applicants are strongly urged to respond to the bid before the bid due date and time, as bid applications received after the due date and time will not be opened and will be returned to the applicant. The total bid package, including all submission checklist items, cannot exceed 25 MB.

V. SELECTION PROCESS AND SCORING

The selection committee, which is made up of members that have been vetted for conflict of interest, will review and make the final decision. The bid applicant will be selected based on the following.

- a. Project Narrative - 40%
- b. Experience – 40%
- c. Budget – 20%

VI. POST AWARD PROCEDURES

The selection committee will notify the applicant selected for sub-award of the bid within one week of approval by the Department of Justice - BJA.

The selection committee of the POC (Point of Contact) will notify BJA of the selection of the research partner.

The FPOC (Financial Point of Contact) will meet with the approved research partner to provide TA on post award procedures relative to:

- a. Subrecipient contracts
- b. Required quarterly and six month reporting
- c. Required expenditure documentation and allowable cost
- d. Required contract closeout reporting