

CHILDREN WITH INCARCERATED PARENTS INITIATIVE

Institute for Municipal & Regional Policy at CCSU

CHILDREN WITH INCARCERATED PARENTS COMMUNITY-UNIVERSITY PROJECT AWARD

ANNOUNCEMENT

We are pleased to announce the 2017 Request for Proposals (RFP) for the Children with Incarcerated Parents (CIP) Community-University Project Award, sponsored by the Institute for Municipal and Regional Policy (IMRP) at Central Connecticut State University (CCSU).

This year, proposals will be accepted that meet the criteria outlined below and address the following topic area: *Children with Incarcerated Parents*. For more information about the topic, and the Initiative, please see Attachment A.

This year's proposals should involve partnerships between members of the Board of Regents' (BOR) four main public Universities (Central, Southern, Eastern and Western) and community groups and organizations. In line with Central Connecticut State University's Mission, "Elements of Distinctiveness," applicants are encouraged to design projects that meaningfully engage the CIP community and potentially are cross-curricular for reciprocal learning, action, and benefit.

PROPOSAL GUIDELINES

Please submit applications as an attachment by e-mail to CTCIP@mail.ccsu.edu by Monday, April 24, 2017. Following the initial review and awarding of funds, this announcement will be an "Open Enrollment" RFP.

"Open Enrollment" means that the IMRP reserves the right to accept or solicit proposals for review and consideration after the original RFP due date if an unmet need is identified or circumstances or conditions warrant, and doing so is in the best interests of IMRP and the Initiative.

Any department or individual that submits proposals under the open enrollment clause (after the proposal due date stated above) shall abide by the same terms and conditions as are stated elsewhere in this RFP, and provide the same information requested.

It is recognized that IMRP's funding for payment under the CIP Community-University Award is dependent upon funding from the Connecticut General Assembly. If there is a reduction in funding or other budgetary rescissions are imposed or required, IMRP reserves the right to, with written notice to awardee(s), terminate or amend any agreement.

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Proposals will be accepted from the following BOR public university system affiliates (in partnership with community organizations): faculty, departments, groups of departments, faculty and students, and groups of faculty members.

Proposal authors must:

- Demonstrate an understanding of IMRP CIP work to-date and address a gap or further explore an area of interest for CIP
- Identify a community partner
- Address the sustainability of the project and partnership at the close of funding
- Discuss how students will participate in the project
- Describe how faculty, community partners, and students will co-design the project
- Identify proposed outcomes for all parties involved, including the CIP community specifically and students
- Make a public presentation of the project results and/or submit a final report discussing the project including its outcomes, challenges, and successes
- Consider the CIP Initiative's Guiding Principles (see Attachment A)

Proposal authors are encouraged to:

- Consider proposals that include a meaningful policy component.*
- Engage/involve/include CIP in your project throughout the award period.*
- Submit proposals that address the issues of stigma and isolation by bringing CIP together to support one another.
- Consider interdisciplinary proposals and collaboration between academic departments, other units or offices (i.e. Community Engagement, Student Affairs, Continuing Education, student clubs, campus centers (e.g., CCSU's Center for Africana Studies, women's centers, Eastern's Center for Early Childhood Education)).
- Consider proposals that develop new initiatives/partnerships to support CIP, and/or add a specific CIP component to existing programs.
- Consider proposals that significantly enhance the visibility of the issue of parental incarceration and its effect on children in the applicant's school or department, such as professional development workshops or trainings.
- Consider the Children of Incarcerated Parents Bill of Rights, found here <http://www.sfcipp.org/images/brochure.pdf>
- Be creative and think outside of the box! All disciplines are encouraged to apply and project(s) do not need to correlate with the academic calendar.
- Email us with questions by on April 3rd (see page 4 for information)

**These relate to issues that are of particular interest to the the CIP Initiative this year.*

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SELECTION CRITERIA

Review of the project will be based on appropriate focus on IMRP proposal requirements and on the responses to the application contents (Abstract/Summary, Significance, Methodology, Outcomes/Impact, and Budget) as described below.

APPLICATION COMPONENTS

Applicant: Name (If this is a group project than provide the name of only one contact person, list co-investigators separately.)

Department:

Title: Give a descriptive title of the proposed activity.

Narrative: 2-5 page description of the project that identifies the project activities to be undertaken in a format that addresses the suggested questions below:

1. Brief Summary of the Project: (will also serve as 150-200 word abstract)
2. Significance of the Project: Identify the primary goal/s of the project and what question, CIP need or problem will be addressed. Identify any anticipated results for students, faculty, community partners and/or the CIP community at large. Identify the significance of the project relative to the CIP Initiative's Guiding Principles (included in the addendum) and the Board of Regents' strategic plan for its Constituent Units as it relates to community and civic engagement. List any relevant references (such as previous CIP work) that back up why this project is important.
3. Methods/Activities: Describe major activities of the proposed project and specify time frame. Identify resources and expenses required for specific activities (including any partners, University resources, and other funding already available to the project including curriculum or faculty development funding). Specify how community partnerships will be developed. How will the project enhance or improve current and future collaboration with the community? How will the project enhance or improve current and future work of the CIP Initiative? Describe how the project's partnerships will be sustained at the close of the work funded by this award.
4. Outcomes/Impact/Evaluation: How will students benefit? How will the project enhance or improve faculty and students' work and life at the BOR's main public universities? How will CIP, community partners, and/or participants benefit? How will the project team measure whether, and in what ways, the project achieved its intended goals? How will participants and partners know major goals were achieved and intended outcomes accomplished? How will the project team identify unanticipated outcomes or new learning not originally in the proposal?

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What means of evaluation will the project team develop for CIP, community partners, and BOR public university constituent units' participants to document effects, processes, lessons-learned?

Budget: Reference Attachment B, Budget Chart:

- Itemize specific expenses (personnel costs, supplies, travel, and other costs) and date it is anticipated this expense will occur.
- Provide a clear and detailed justification for the budget items requested. Show how the cost was derived, for example local mileage rate or bus cost for student transportation, cost of a resource text, etc.

Projects may request the following:

- Compensation for faculty time spent on development, research, and/or evaluation of project
- Faculty, student or participant stipends. Describe for whom and for what
- Support for Student Workers and/or Graduate Assistants, and/or community partners who would be hired as consultants. Indicate how cost was estimated
- Educational materials or software, as well as office supplies
- Travel or transportation funds
- Other: Describe any additional resources needed to achieve the project's goal/s and intended outcome/s.

AWARD PERIOD

The award period will end in August of 2018, but does not have to be tied to the academic schedule. A FINAL REPORT is due 30 days after the end of the project.

The total annual amount estimated to be available under this RFP is \$30,000.00. This is an estimate only and is not to be construed as a guaranteed value for this or subsequent years. Awards will be made available to one or more respondents based on number and quality of proposals and the best interests of the IMRP's CIP Initiative. Awarded interventions will not be restricted to any particular town, city, or region in CT.

Proposers are invited to send questions to us by emailing Thomas Brodeur at brodeur@ccsu.edu by April 3rd. Questions and answers from will be posted on the CIP website at www.ctcip.org.

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INSTITUTE FOR MUNICIPAL AND REGIONAL POLICY

Our mission is to effectively inspire and sustain a just, equitable, and inclusive Connecticut through independent research and evaluation, public policy analysis and development, and community engagement.

CIP INITIATIVE

Since fiscal year 2008, the IMRP has been receiving annual funding from the Connecticut General Assembly to administer competitive grants for providing positive interventions for at-risk youth whose parent(s) and/or family members have been incarcerated. The IMRP continually seeks to gain an additional understanding of these children and their service-needs through research, evaluation and outreach activities. As such, the IMRP, in collaboration with several faculty members from BOR's major public universities, as well as other Universities, is evaluating the effectiveness of direct care services in alleviating negative responses to parental incarceration and improving the positive attributes of CIP. The mission for the CIP Initiative is to improve the quality of supports for children with incarcerated parents by using the various data and knowledge it gains to inform public policy and practice.

CIP INITIATIVE'S GUIDING PRINCIPLES

In May of 2014, the CIP Initiative instated seven Guiding Principles. They were developed from careful analysis of the Initiative's funded programs, knowledge gained through review of what is being done nationally, and frequent communication with experts in the field. The IMRP intends to consider these principles as the Initiative continues to expand its work.

1. Practices should be designed specifically with CIP needs in mind
2. Include CIP and their families in the process of program development, implementation, and evaluation
3. The relationship between the child and the incarcerated parent should be supported
4. Programs should reach children and families to get "self-referrals"
5. Stigma and isolation associated with incarceration should be reduced
6. Emphasis on connections, collaborations and coordination among agencies and community partners
7. Evaluation and accurate data are critical for identifying evidence-supported practices