



SUBJECT:	Amendment # 1 to Request for Proposal (RFP) # VOCA21-01
RFP TITLE:	Victim Assistance Academy of Nevada Needs Assessment
DATE OF AMENDMENT:	November 10, 2020
DATE OF RFP RELEASE:	October 22, 2020
OPENING DATE:	November 25, 2020
OPENING TIME:	2:00 PM PST
AGENCY CONTACT:	Sharon Knigge

The following shall be a part of **RFP #VOCA21-01**. If a vendor has already returned a proposal and any of the information provided below changes that proposal, please submit the changes along with this amendment. You need not re-submit an entire proposal prior to the opening date and time.

**Questions and Responses to RFP:**

Question #1: We are considering submitting an RFP for the VOCA21-01 Needs Assessment. We don't see an area where we can assume or project costs related to overall project management or indirect. Can you please let us know how that specific work, and the time it would take to do it, should be reflected should we decide to submit the RFP?

**Answer:** *There is a budget template that we can provide for you to outline your personnel expenses and deliverables. Regarding the timeframe to complete the project, the ideal timeline to complete the project would be 3-6 months and would be provided in the scope of work for the project as a deliverable.*

Question #2: The start date is clear (middle of next February), but we cannot find reference to the project timeline. When is the Needs Assessment due?

**Answer:** *The Needs Assessment would ideally, be completed within 3-6 months of the project start date.*

Question #3 Is the state looking for a new approach to the assessment?

**Answer:** *Yes. The state is looking for a more expansive work product than the previous assessment.*

Question #4 Are the research questions or learning objective of this assessment different than previous assessments?

**Answer:** *Yes, the research questions are different. The 2017 Assessment addressed the costs of crime and the ideals behind supporting victims through the criminal justice process, along with the funding priorities and regulations of VOCA at the federal and state level, methods for VOCA money utilization in Nevada and types of services victims' need.*

*While the previous assessment provided a comprehensive overview, the current goal is to assess the more specific needs of victims in Nevada and identify the training needs for those staff serving victims, stratified by area, as we know the needs of rural areas are different from urban settings. We are looking for more detail regarding services provided, the availability of services, training needed to effectively provide services and service gaps across the state as well as the needs of victims regarding support via advocates, both affiliated with law enforcement agencies vs. community-based non-profit agencies and seeking to improve service delivery, training and resources in areas where service delivery is limited or lacking in specific areas.*

*We also seek to utilize the statewide training needs assessment and identify fundamental, comprehensive, multidisciplinary, and effective professional development opportunities to strengthen our Victims Assistance Academy of Nevada (VAAN).*

*The main goal of the needs assessment is to determine the training needs that exist for staff employed with agencies providing victim services across Nevada and identify training barriers and service gaps, and identify areas of improvement for the statewide training academy - VAAN.*

Question #5 Does VAAN want to measure the effectiveness and need only in relationship to the experiences of victim advocates, or also include an analysis of the needs of victims of crime?

**Answer:** *An analysis of both the effectiveness of the victim advocates as well as the effectiveness of service delivery from the perspective of victims would be ideal.*

Question #6 How does VAAN expect COVID-19 to impact training and the needs assessment?

**Answer:** *The COVID-19 pandemic has transitioned the VAAN platform to be virtual, rather than the 40-hour in person conference style delivery of the past. In 2021, VAAN will be delivered online as a mix of live and self-paced training modules.*

*The needs assessment results may be impacted due to the increased need to communicate with service providers, advocates and victims virtually, rather than in-person.*

