

## REQUEST FOR PROPOSALS

### *DOMESTIC & SEXUAL VIOLENCE TRAINING FOR CHILDREN'S TRUST FUND HOME VISITING PROGRAMS*

The Children's Trust Fund (CTF), Missouri's Foundation for the Prevention of Child Abuse and Neglect, is seeking a contractor to develop and deliver an in-person domestic and sexual violence training designed for early childhood home visiting professionals in Missouri. This contract will be paid on a reimbursement basis up to a maximum cost of \$50,000. The contract period will be February 1, 2026, to September 29, 2026.

#### **BACKGROUND**

CTF was created by the Missouri General Assembly in 1983 as a 501 (c) (3) non-profit organization with the sole purpose of preventing child abuse and neglect. High-quality, evidence-based home visiting is a key strategy for preventing child abuse and neglect. As part of our home visiting portfolio, CTF administers Missouri's Maternal, Infant & Early Childhood Home Visiting (MIECHV) Program, which provides federal funds to select counties at the highest risk for adverse maternal and child health outcomes ([listed counties and contracted agencies are linked here](#)). The following scope of work is intended to support MIECHV-funded programs in more effectively responding to families experiencing domestic and/or sexual violence (DV/SV), an area that has been identified for continuous quality improvement (CQI). CTF would also like to open this opportunity to other CTF-Funded Home Visiting Programs.

#### **SCOPE OF WORK**

- Conduct an initial and ongoing assessment of home visitors' experience with identifying and responding to DV/SV in families, to include their successes and challenges
- Design a domestic and sexual violence training curriculum for early childhood home visiting professionals. Desired training topics include:
  - Abusive relationship dynamics
  - Use of evidence-based DV/SV assessment tools, to include those approved by MIECHV ([Relationship Assessment Tool](#) and [Hurt, Insult, Threaten, Scream](#))
  - Safety planning tools and decision-making
  - When and how to report DV/SV to authorities
  - Strategies for successfully connecting survivors to available supports and services (shelters, survivor advocacy, legal services, etc.)
    - Note: MIECHV-funded programs share a CQI goal to complete referrals for at least 55% of caregivers that screen positive for DV/SV by September 2027
  - Survivor empowerment
  - How to use Healthy Relationship Cards (Futures Without Violence)
- Work with the CTF team on training logistics and timelines. CTF is available to help coordinate the training needs with the contractor
- Deliver one or more in-person, centrally-located trainings to approximately 50-100 home visiting professionals
- Follow up with training participants at least once to assess retention and/or continue learning
- Create an asynchronous, web-based DV/SV training module for new home visiting professionals
- Debrief training learnings, outcomes and recommended next steps with the CTF team

## **SUBMISSIONS**

Successful proposals will succinctly and effectively respond to all of the following:

### **Section 1. Background & Expertise (15 pts)**

Discuss the consultant's background and expertise in training development, IPV/DV-related intervention and prevention programs, evidence-based home visiting, and any previous experience working with child welfare and family support agencies and systems, including your statewide presence, partners and influence.

### **Section 2. Interest & Alignment (5 pts)**

Discuss why the consultant is interested in working with CTF, including alignment/interest with CTF's mission and home visiting strategy.

### **Section 3. Capacity (10 pts)**

Discuss the consultant's capacity to provide IPV/DV training to at least seven community-based agencies with the potential for other evidence-based home visiting programs. Additionally, who will be providing these services?

### **Section 4. Methodology (20 pts)**

Please provide a detailed description of how the consultant proposes to accomplish the scope of work.

### **Section 5. Budget (10 pts)**

Please provide a completed project budget (template attached), not to exceed \$50,000. All costs should be itemized within the budget categories provided.

Completed proposals must be emailed to [Amy.Sielaff@oa.mo.gov](mailto:Amy.Sielaff@oa.mo.gov) by 5:00 p.m. on January 28, 2026. Selection will be based on the best and lowest bid.

**CHILDREN'S TRUST FUND  
CHILD ABUSE AND NEGLECT PREVENTION  
PROJECT/PROGRAM BUDGET FORM**

*This budget sheet is for your CTF-funded project/program, only. Budget categories may not be modified.*

Grantee Agency: \_\_\_\_\_  
Contract #: \_\_\_\_\_  
State Fiscal Year: \_\_\_\_\_

BUDGET CATEGORIES	CTF FUNDS REQUESTED	CTF MATCHING FUNDS, IF APPLICABLE (Non-Federal)	OTHER PROJECT/PROGRAM FUNDING (Federal or Non-Federal)	TOTAL PROJECT/PROGRAM EXPENSES (Total of Columns B-D)	EXPENSE ITEM DESCRIPTION & COST PER ITEM (Complete for CTF Funds Requested, Only)	CTF FUNDS AWARDED (To Be Completed by CTF Staff)
<b>Salaries and Wages</b> (Project staff positions)						
<b>Fringe Benefits</b> (Project staff positions)						
<b>Program Related Expenses</b> (e.g., program materials, meeting space, conference registration)						
<b>Consultant &amp; Contractual Services</b> (Hourly rate x number of hours)						
<b>Consumable Supplies</b> (e.g., desktop supplies, paper, postage)						
<b>Non-Consumable Supplies</b> (e.g., furniture, equipment)						
<b>Travel</b> (e.g., mileage, meals, lodging)						
<b>Other Direct Costs</b> (e.g., fees to complete required FCSR and fingerprint-based criminal background screenings)						
<b>Indirect/Administrative Costs</b> (Not to exceed approved rate. See CTF's indirect cost policy, linked below.)						
<b>TOTAL PROJECT BUDGET</b> (All budget categories)	\$ -	\$ -		\$ -		\$ -