



ARLINGTON COUNTY
NOTICE OF FUNDING AVAILABILITY
FOR RESTORATIVE JUSTICE PRACTICES

April 27, 2022

OVERVIEW & BACKGROUND

Arlington County has been working since late 2019 to support restorative justice practices in the community and in collaboration with partners in the criminal justice system. As part of the FY 2022 budget process, the County Board provided [guidance](#) for the County's support for community-based restorative justice programs, and allocated \$100,000 in one-time funding that is the subject of this Notice of Funding Availability (NOFA).

INTENT & OBJECTIVES

The intent of this NOFA is to generate "best ideas" that advance restorative justice practices in Arlington County. The County recognizes that there are many different programmatic approaches to advancing this broad goal, and that community-based partners are best able to provide innovative program ideas and coordinate implementation. Thus, the County is not providing a specific scope of services for applicants to respond to, but instead, looking for proposals generated by the community. Examples could include, but are in no way limited to:

- Community education & training
- Coordination and administration of specific cases identified for restorative justice practices, e.g., conferencing and / or mediation, as approved by governmental and community partners.
- Development of innovative programs that further advance restorative justice

The County asks that applicants do not provide proposals for County employee training in restorative justice practices; it is anticipated that will be secured via a separate solicitation, if that training is incorporated into future County workplans.

PROPOSAL / AGREEMENT CONDITIONS

The County is interested in outcome-based proposals that further restorative justice practices and demonstrate how such proposals will advance the County's overall racial equity goals and diversion from the criminal justice system where appropriate. Upon award, the County and successful awardee(s) will negotiate a grant agreement. A successful proposal will include at least the following elements:

- Detailed description of project and tasks to be performed, including metrics that tie to the County's goals of advancing restorative justice, racial equity and diversion.
- Timeline for project execution – the County expects that the proposed approach and tasks will be completed within 12 months of agreement award, unless otherwise negotiated by both parties.

- Applicants should have 501(c)(3) status or be in the process of securing such status.
- The applicant will be responsible for securing approvals from partners for its proposed approach to this work.

PROPOSAL SUBMISSION – TECHNICAL REQUIREMENTS

Please submit the following information:

1. A cover letter that includes the following information:
 - a. Applicant / organization name, address and main phone number
 - b. Name, title and phone number of primary person signing the cover letter and a statement that the signer is authorized to bind the applicant in a grant agreement
 - c. References – provide at least three references, including contact information
2. Overview of team supporting the project, including:
 - a. High level organization chart including identification of roles for Arlington’s project
 - b. Identification of who will be project lead and amount of time dedicated to the project
 - c. Brief bios or resumes for all staff involved in Arlington’s project
3. Narrative describing the applicant’s proposed approach to this project including:
 - a. Detailed description of the program and services that the applicant is proposing
 - b. Description of metrics to measure outcome-based success of this investment
 - c. Timeline for implementation
 - d. Description of what partners in government, non-profits and the community are needed to successfully implement the proposal
4. Copy of executed Attachment A – Compliance with County COVID-19 Vaccination Certification

Please submit an electronic copy of your proposal to Elizabeth Matlock, Assistant to the Deputy County Managers, at ematlock@arlingtonva.us with a copy to Michelle Cowan, Deputy County Manager, at mcowan@arlingtonva.us. **Proposals are due no later than 5:00 pm on Tuesday, May 31.**

As noted below questions or clarifications regarding this NOFA should be submitted to Elizabeth Matlock at ematlock@arlingtonva.us no later than Thursday, May 5 at 5:00 pm.

TIMELINE & SELECTION PROCESS

Tuesday, April 27 – NOFA distributed

Thursday, May 5, 5:00 PM – Written submission of questions / clarifications on NOFA due; answers will be distributed via email to all applicants by 5:00 pm, Tuesday, May 10. See *“Proposal Submission Requirements”* for contact information for questions.

Tuesday, May 31, 5:00 PM – Proposals due. See *“Proposal Submission Requirements”* for contact information for proposal submissions.

EVALUATION CRITERIA

Proposals will be evaluated using the following criteria:

1. 70% - Approach to project and how the proposal will advance the County’s restorative justice, racial equity and diversion goals

2. 30% - Responsiveness to meeting the proposal requirements and conditions

OTHER INFORMATION

The County will not publicly open the proposals.

The County reserves the right to reject any and all proposals, cancel this request and waive any informalities or irregularities in the procedure. Arlington County does not discriminate against faith-based organizations.

The County anticipates that this NOFA could be awarded to one or more applicants, with funding allocated as the County chooses consistent with the goals laid out in this NOFA.

COVID-19 VACCINATION POLICY FOR GRANTEEES / CONTRACTORS

Due to the ongoing COVID-19 pandemic, the County has taken various steps to protect the welfare, health, safety and comfort of the workforce and public at large. As part of these steps, the County has implemented various requirements with respect to health and safety including policies with respect to social distancing, the use of face-coverings and vaccine mandates. To protect the County's workforce and the public at large, all employees and subrecipients of the respondent who are assigned to this grant agreement, must be fully vaccinated against COVID-19. Any contractor employee or subcontractor who is not fully vaccinated should follow a weekly testing protocol as established by the grantee, unless exempt pursuant to a valid reasonable accommodation under state or federal law. By submitting a proposal, the applicant certifies that it will comply with this provision and will ensure that its sub-recipients, if any, do so as well. For questions, applicants may email contractorvaccineinfo@arlingtonva.us.

**ATTACHMENT A –COMPLIANCE WITH COUNTY COVID-19 VACCINATION POLICY
CERTIFICATION**

I, _____ (hereinafter referred to as “Applicant”),
certify that I will comply with the COVID-19 Vaccination Policy as a condition of
prequalification and potential contract award which requires that all contractor employees
or subcontractors assigned to the contract must be vaccinated or undergo weekly testing,
unless exempt pursuant to a valid reasonable accommodation under state or federal law
pursuant to the Contract Terms and Conditions.

Signed: _____ **Date:** _____

Name of Applicant: _____