



# Q&A

## Case Management Pilot Program (CMPP) Questions and Answers on the Solicitation

*As of 07/26/2024*

---

---

**Who is eligible to receive CMPP services?**

For the third round of funding, eligible noncitizens are noncitizens subject to ICE reporting, including, but not limited to, noncitizens paroled by DHS, issued a bond by DHS, who have been or are on an Immigration and Customs Enforcement (ICE) alternative to detention program, or who have been served with a Notice to Appear (NTA) by DHS.

---

---

**Is there any qualification requirement for the staff providing legal services to CMPP participants?**

The application must describe how the organization proposes to provide all core services, including legal services, to CMPP participants. Personnel qualification requirements should align with the organization's hiring policies. Applications should explain the training, experience and supervision of relevant personnel.

CMPP funding cannot be used for direct legal representation. However, CMPP funds can support robust legal orientation programming, including pro se assistance.

---

---

**Are CMPP services provided only to participants who have been randomized into the program, and who conducts the randomization, and why is it necessary?**

CMPP services are available only to participants who are randomized into the program and successfully enrolled. The randomization is conducted by the Office for Civil Rights and Civil Liberties (CRCL) and ensures that all eligible individuals have an equal opportunity to access services, rather than using a 'first come, first served' method. Additionally, randomization supports future program evaluation.

---

---

**How long does the randomization process take, from the time the provider submits a list of potential participants to the time the list is returned?**

The randomization process is conducted by running an algorithm to ensure it is unbiased. The process itself does not take much time, but it depends on how many lists need to be randomized within a given period. The usual turnaround is between 2 to 3 days.

---

---

**Are individuals and families in the dedicated docket eligible for CMPP services?**

No. Individuals and families placed in the [Dedicated Docket](#) are not eligible for CMPP services, as they cannot be removed from electronic monitoring. Likewise, families who are in the U.S. Immigration and Customs Enforcement's Family Expedited Removal Management ([FERM](#)) process are not eligible for CMPP services.

---

**How long can participants receive CMPP services?**

Participants can receive CMPP services as long as they remain eligible. The minimum service period is 90 days. For the third round of funding, CMPP service programs are funded for approximately 30 months; however, this does not mean individuals are enrolled in the program for the entire duration.

---

**What happens if an enrolled participant moves before completing the minimum service period of 90 days?**

If a participant moves to another jurisdiction before completing the minimum service period, their case may be closed according to the protocol for closing cases. If there is a CMPP provider in the area to which the person is moving, the case may be referred to that CMPP provider program.

---

**What is the minimum number of participants that each organization should serve?**

For the third round of funding, the program expects to serve at least 6,000 individuals, with a goal of serving 8,500 or more among up to six awardees. This number applies to the entire period of performance. Each proposal should clearly describe both the minimum number of participants it plans to serve and the maximum number as a goal to reach.

---

**Should CMPP service providers be part of a consortium, and what does that entail regarding the minimum or maximum number of sub-recipients?**

Yes, CMPP service providers should be part of a consortium of multiple community-based providers, each offering services to CMPP participants, ensuring that all services are available to every participant. There must be one lead organization, and consortium members must have a formal relationship with the lead organization and be included in the program budget. There are no specific criteria that define the number of sub-grants within each proposal; this number depends on how the proposal is structured and explained by the applicant.

---

**Does the relationship between the lead organization and its potential sub-sub-grantees need to be formalized through an MOU or contract for the application?**

Applicants must propose a community consortium approach, including one lead subrecipient and its sub-subrecipients, to provide CMPP services. This approach should be clearly outlined in the proposal and does not require formalization through an MOU or contract for the application. However, if awarded a grant, the relationship between the lead and its sub-subrecipient must be formalized through a contract.

---

**Should applications be submitted only by the lead organization, or should sub-sub recipients also submit an application?**

Only one application should be submitted per proposal by the lead organization. As stated in the solicitation, proposals must include and describe the consortium approach.

---



---

**Can new partners be brought onboard during the program implementation to enhance service delivery capacity?**

The consortium approach and its members should be clearly outlined and defined in the proposal. If there is a need to bring on another partner during the implementation phase, it would require a program amendment that should be clearly justified and depends on prior approval.

---

**Are there any restrictions on the geographic area for which an applicant may propose to serve?**

The applicant should focus on a targeted geographic location within the continental U.S., with high rates of noncitizens known to ICE relative to the community's population. While there is no strict boundary, applicants should explain how they plan to serve the proposed geographic area.

---

**If an organization is already providing services to noncitizens through a different grant, can those individuals be eligible for CMPP?**

Individuals receiving services funded through another federal grant are not necessarily rendered ineligible for CMPP services. However, duplicate billing for the same service is not permissible. Funds must be allocated for costs directly related to the grant.

---

**What is the difference between cash assistance and flexible funding?**

CMPP does not provide direct cash assistance to participants. Flexible Funding is payment that your formal consortium made for a good or service to benefit the client. Flexible funds can be used for needs CMPP participants prioritize as a result of case assessment, and for other emerging needs identified during the course of case management. It cannot be direct cash assistance, including gift cards. It may include assistance with public transportation fares, emergency rental assistance, groceries, clothing, and school supplies among other things. Each instance of flexible funding requires a system to record reception of goods or materials, such as client signature.

---

**What data is shared between the provider, CRCL, and ICE, and how is confidentiality ensured?**

For data management and data sharing, please review the first attachment to the solicitation, 'PII Data Sharing,' which includes a link to access the ['Privacy Impact Assessment for the Alternatives to Detention \(ATD\) Program.'](#) Starting on page 36, this document describes in detail the process of data management and data sharing for CMPP. Once a participant is enrolled in the program, no data on access to services or service provision is shared with ICE. The lead organization is responsible for quarterly reporting of individualized but anonymized data on services to Church World Service (CWS), according to the indicators listed in the solicitation.

---



---

**What may be the most frequent pitfalls that applicants should be aware of?**

When preparing an application, it is essential to avoid common pitfalls such as proposing to serve multiple locations, neglecting to form formal consortia, omitting required documents, including direct cash assistance in the budget, failing to demonstrate organizational capacity, and exceeding cost limits specified in the solicitation.

---

**Where can I find the budget template?**

The solicitation attachments are linked on the last page of the [solicitation](#) document. Clicking on the attachments list should allow you to access the attached documents. You will see a link when you hover the cursor over the text "Excel Budget Template". **Please note that the Budget Template has been updated as of July 18, 2024.**

---

**Is there a cost-sharing or matching requirement for this grant?**

There is no mandatory level of cost-sharing (matching) for this program.

---

**Can indirect costs be charged to the program?**

Any indirect costs that cannot be linked directly to the program activities, such as overhead costs needed to help keep the organization operating, should be described in the proposal. If your organization has a Negotiated Indirect Cost Rate (NICRA) and includes NICRA charges in the budget, please attach a copy of your latest NICRA. Organizations that have never had a NICRA may request indirect costs of 10% of the modified total direct costs as defined in 2 CFR 200.68. The indirect cost rate should be current at the time the application is submitted.

---

**Since the projected performance start date and the award date are the same, shouldn't there be a ramp-up period for job postings, interviews, and onboarding?**

As is standard for federal contracts, the performance period begins on day one when the grant is awarded. For planning purposes, we understand there is an internal period at the start of the performance period for job postings, interviews, and onboarding. We do not expect the provision of CMPP services to start on day one but soon after the provider has completed their staffing and onboarding processes.

---

**Do staff and key personnel assigned to CMPP need to be 100% allocated to the program?**

The distribution and allocation of hours for personnel assigned to the program will depend on the program structure, which is determined by the applicant and should be described in the proposal. The proportion of personnel time allocated to the program must align appropriately with their level of effort.

---



---

**Where can I find the CMPP National Board’s solicitation for CMPP service providers?**

The current solicitation from the CMPP National Board for CMPP service providers is available at [www.CMPP.org](http://www.CMPP.org).

Applications are due August 8, 2024, by 11:59 pm EST. Late applications will not be considered.

---

**Who do I contact with questions about CMPP?**

For additional questions, please contact: [cmpp\\_info@cwsglobal.org](mailto:cmpp_info@cwsglobal.org) Website: [www.CMPP.org](http://www.CMPP.org)

---