

# OCA-DPCS-020 Nassau County Family Treatment Court Evaluation Services

## Questions and Responses

The New York State Unified Court System (UCS) thanks the vendors that submitted the questions below concerning the Nassau County Family Treatment Court Evaluation Services, Request for Proposals (RFP) issued on September 10<sup>th</sup>, 2024.

Below are the responses to the questions UCS received in connection with this RFP.

### Question #1:

Please describe the program evaluator's role in data collection and monitoring.

### UCS Response:

The evaluator will review the current data collection instruments and determine what additional data elements need to be collected by the team. The evaluator will assist the team in developing data collection tools as necessary and will be responsible for establishing evaluation instruments to conduct qualitative interviews, observing services delivered to participants, and analyzing focus group data and quantitative data, such as surveys. The evaluator will work with court staff to ensure the quality of the data collected.

### Question #2:

What data systems are currently in place that relate to the evaluation?

### UCS Response:

Data is collected and reported daily using the New York State Universal Case Management System (UCMS), a specialized database used by the state's drug courts.

### Question #3:

What are the performance indicators for the grant?

### UCS Response:

The quantitative and qualitative data are collected pursuant to the Government Performance and Results Act (GPRA): <https://www.samhsa.gov/grants/gpra-measurement-tools>

**Question #4:**

Is there a prescribed number of site visits associated with the program evaluation?

**UCS Response:**

Yes. Some on-site activities will be required, but the award applicant is not required to be on-site full-time.

**Question #5:**

How much time do you expect the consultant to be on site?

**UCS Response:**

The number of on-site activities and in-person meetings shall be determined in consultation with the Nassau County Family Treatment Court and will be based on the evaluation plan proposed.

**Question #6**

Do you have a data analyst(s) at the Manhattan Diversion Court to support data collection for the grant?

**UCS Response:**

This RFP is specifically for the Nassau County Family Treatment Court and does not apply to the Manhattan Diversion Court.

**Question #7**

What are your expectations regarding the collection of qualitative data and surveys?

**UCS Response:**

The evaluator is responsible for establishing evaluation instruments to conduct qualitative interviews, observing services delivered by participants, and analyzing focus group data, such as surveys. Such instruments are to be consistent with an evaluation plan developed in collaboration with the court team.