



NCPG Announces Request for Proposals

Seeks Contractor Services to Establish New Agility Grants Program

The [National Council on Problem Gambling \(NCPG\)](#) invites proposals to provide hands-on services to establish and implement the first two years of a new program called Agility Grants. The program will use a formal application process to grant funds to 501(c)(3) organizations for provision of services to local communities for the prevention of problem gambling and gambling addiction. As an independent contractor, the successful applicant organization will perform the work, in coordination and consultation with NCPG staff, including governance, structure, software, application process, review, awards, reporting, awards, and outcome evaluation.

About NCPG

Based in Washington DC, the [National Council on Problem Gambling \(NCPG\)](#) is the only national nonprofit organization that seeks to minimize the economic and social costs associated with gambling addiction. Our mission is to lead state and national stakeholders in the development of comprehensive policy and programs for all those affected by problem gambling. Our purpose is to serve as the national advocate for programs and services to assist people and families affected by problem gambling. Our vision is to improve health and wellness by reducing the personal, social and economic costs of problem gambling. NCPG provides programs with national reach in advocacy, awareness and assistance, mostly at no charge.

Program impact

The objective for this first-ever national prevention grant program is to provide services in the prevention of problem gambling and gambling addiction for age groups and/or areas that are currently without such services, as well as bolster promising efforts in existing programs. The impact envisioned by the program is that people of all ages will better understand the risks of gambling, how gambling works, and improve their self-awareness and self-control when faced with or offered opportunities to gamble. Special attention will be paid to states and locations that do not currently have these programs, as well as programs intended for pre-teen children and young athletes.

Project Description

NCPG seeks a contractor with whom to partner in creating and implementing its new Agility Grants program.

This RFP seeks an experienced contractor to provide grants management strategy and hands-on services. The contractor, in coordination with NCPG staff, will create, launch and operate this transformational initiative over seven months, with the option to apply for a second year.

There will be two grant application cycles during the first contract, with a total of \$250,000 to be awarded. The dollar range of the grants will most likely be in the \$10,000 to \$50,000 range. We expect to award up to 25 grants over the course of the first contract but further discussions and experience will refine this.

- In year one, the contractor will set up and implement the program in two granting cycles, with evaluation after the first cycle and improvements for the second cycle.
- In year two, via a separate contract, the contractor will refine and improve the granting program processes and systems, set up and implement two more granting cycles, and create manuals and background documents for its operations.
- In year three, the operations will be turned over to a new employee Grants Manager on NCPG staff.
- Ideally, new and renewed sources of funding will be identified that will allow the program to continue in the future.

Deadline for submissions

- Friday, November 12, 2021

Timeline for Re-granting Project

- Initial contract November 15, 2021 through July 31, 2022;
 - renewal for 2nd year will be handled separately
- November-December 2021 – governance and compliance review; promotion; set up Round 1 application process, content and documents, testing;
- January 2022 –Round 1 applications
- February 2022 – Round 1 review process
- March 2022 –
 - announce recipients of Round 1 grants during Problem Gambling Awareness Month
 - evaluate Round 1 process and make adjustments/improvements for Round 2
- April through July 2022 –
 - Round 2 promotion, application, review and award process
 - Round 1 grantees stewardship and/or reporting, as appropriate

Project requirements

Working with NCPG staff, the contractor will:

1. Review and Identify action items for overall strategy, including efficient grant design and effective tracking; and items that need to be addressed in governance, ethics, compliance and finance.

- Learn about NCPG's governance structure and how the grants program will fit within it.
- Complete a review of legal, ethics and compliance needs with regard to the grant program.

- Advise on accounting and finance aspects, such as creating a new bank account for these funds, Quickbooks setup for tracking and reporting on the grant funds, and processing of awards checks.
- Advise and assist on guidelines and process for creating the grant review committee that will avoid actual or appearance of conflict of interest with our Board of Directors and Advisory Board.
- Consult on overall strategic questions and business strategy, including multi-language strategy
- Create impact thesis statement with objectives and desired outcomes.
- Coordinate with NCPG staff to complete all action items.

2. Create processes and set up systems to re-grant funds to registered 501-c-3 nonprofits.

- Create grantmaking strategies, processes and impact measurement protocols
 - Multi-language support
- Create grant application structure award process, such as letter of intent followed by invitation to apply; documents and text for application process and any supporting documents required; ensure appropriate compliance language.
- Identify and recommend potential grant management software for purchase.
 - Set up grant management software for this and other future projects.
 - Discover and recommend options to integrate this software with our Customer Relationship Management (CRM) software.
 - Plan and implement integration with our CRM if it can be done.
- Work with NCPG staff to plan how to constitute the review committee in a way that is transparent and avoids conflict of interest with our Board of Directors, Advisory Board and other volunteers in leadership positions.
- Work with NCPG communications staff to promote this grant opportunity widely, including
 - in states and communities that do not currently have problem gambling services
 - with organizations where NCPG does not currently have relationships.
 - Recommend content and strategy for promotional messaging and potential acquisition of mailing lists

3. Implement the operations of the grant processes

- Implement the grant application process, including answering applicant questions, providing at least two training webinars for applicants in each cycle, monitoring applications and troubleshooting.
- Work with NCPG staff to constitute the review committee for each cycle
- Implement the grant application review process
- Work with NCPG staff to announce grant recipients and process awards
- Create and implement process and structure to ensure that recipients:
 - Stay in compliance with the terms of the grant
 - Follow through on all agreed upon-deliverables
 - Submit reports according to the grant requirements
- Create and implement process and structure for internal review, including
 - Project evaluation

- Report on program outcomes for each cycle
- Repeat the cycle from promotion through application, review, awards and reporting in the Spring and early Summer of 2022.

Project budget

- Contractor services: \$60,000 - \$75,000
- Grant Management Software: up to \$20,000 for license and any IT assistance
- Legal review: \$2,500
- In year one, \$250,000 in funds will be available for re-granting

Contact information

- Proposals may be sent to ncpg@ncpgambling.org.
- Questions may be directed to the same email address.
- Please no phone calls.

More About NCPG

Major programs include:

- **National Problem Gambling Helpline**, which offers hope and help without stigma or shame. Call or text 1-800-522-4700 or visit www.ncpgambling.org/chat. Help is available 24/7 – it is free and confidential. It is the only problem gambling helpline that works in all 50 states, and is the sole source of such help in many areas.
- **National Conference on Gambling Addiction and Responsible Gambling**: held annually in July, the conference brings together people from all facets of problem gambling and responsible gambling. In non-pandemic times, the conference is held in a different location each year in order to rotate proximity throughout the US and allow NCPG's state affiliates to act as host. Attendance averages 500 - 600 professionals from treatment, prevention, education, research, judicial, regulatory, legislative, and other fields, as well as the recovery community. Networking is an important secondary goal, allowing people from varied locations and varied jobs to get to know each other.
- **Problem Gambling Awareness Month**: PGAM is a grassroots campaign that depends on the participation of NCPG state Affiliate, organizational and individual members, state health agencies, gambling companies, recovery groups and a wide range of healthcare organizations and providers. Groups across America hold conferences, air Public Service Announcements, provide counselor trainings, host health screening days, implement social media campaigns and many other activities to increase public awareness of problem gambling and the availability of prevention, treatment and recovery services. Gambling Disorder Screening Day occurs on the second Tuesday of March.
- **Gift Responsibly Campaign**: this campaign launches annually in December and focuses on encouraging adults not to give lottery tickets as gifts to children for the winter holidays and all year long. NCPG provides a free toolkit with fresh creative and sample awareness content such

as press releases and social media posts. Lottery organizations are the main participants, but community organizations are welcome too. 100% of US and Canadian lotteries have participated for the last several years.

- **Membership** is a way for individuals and organizations to come together to learn from each other and support the work of NCPG. It is a two-way street for sharing information to help increase knowledge, gain expert assistance, augment skills and enhance careers in the field, while also enjoying networking opportunities and discounts on registration for the national conference and other services.
- **Webinar Series** – at least once a month for most of the year, we offer a webinar on different topics in responsible gambling and problem gambling. Free for members, these webinars are recorded and available to NCPG members on-demand from our archive. National and international experts speak and offer information and education on current topics.
- **Research:** National Survey on Gambling Attitudes and Gambling Experiences (NGAGE). The first NGAGE survey in 2018-2019 was the first major national research on gambling issues and public attitudes about gambling since the 1999 National Gambling Impact Study Commission. The dedicated website www.ncpgsurvey.org offers quick-take state and national trends as well as detailed state-specific reports and a comprehensive National Detailed Report. NGAGE meets a critical need for contemporary data about these issues, especially in the wake of the pandemic and the parallel growth of sports betting, online gambling, casinos and other gambling operations in the US in recent years. NGAGE 2.0 was conducted in 2021 to follow up on specific aspects of the 1.0 study and will be published in 2022.
- **Advocacy:** NCPG staff monitor legislation in all 50 states and on Capitol Hill. While we receive no federal funding, and there is no federal agency tasked with address gambling addiction, federal action is sometimes taken on gambling issues. Our staff work with our state affiliates at their request on state legislation or advocacy.

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