

**OSHPD** Office of Statewide Health Planning and Development**Healthcare Workforce Development Division**

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**Workforce Education and Training (WET)  
Education Capacity – Psychiatric Mental Health Nurse Practitioner  
Request for Application (RFA) #16-7557  
Questions and Answers – February 24, 2017**

**Question 1:** Pages 4 & 16: "Possible start date of this upcoming grant will be on May 15, 2017." We are currently completing the OSHPD grant agreement #14-5457, which ends on June 30, 2017. If we are awarded the new grant #16-7557, can we end our current grant #14-5457 early by May 14, 2017 and start the new grant #16-7557 on May 15, 2017?

**Answer 1:** You can finish the original grant early, however you can also have the grants overlap as long as you do not co-mingle the funds and/or the activities.

**Question 2:** Page 15: "PMHNP program cannot exceed \$1,050,000." If not all funds are awarded to other prospective CBOs, can we be granted more than \$1,050,000 if we can prove sustainability?

**Answer 2:** In no event shall grant awards under this RFA exceed \$1,050,000. Per the RFA, Page 3, Section B., "total funding available of \$4,200,000 to fund organizations up to \$1,050,000" and Page 10, Section D. 5. j. states "In no event shall payments under this Agreement exceed \$1,050,000." Page 34, Section F. also states "The Grantee shall request the distribution of grant funding consistent with its work plan and Rate Application Worksheet. However, in no event shall payments under this Agreement exceed \$1,050,000."

**Question 3:** Page 32: "Complete quarterly progress reports" and Page 33: "submit annual and semi-annual reports." Does this mean we have to turn in a total of six (6) different reports in one FY? Will there be an OSHPD Education Capacity data collection summary report and if so, with which reports will it be required?

**Answer 3:** Yes, the Grantee will be required to submit the normal progress reports as well as a semi-annual and annual summary report. Note: The Grantee shall submit quarterly progress report only in quarters where they have engaged in activities that were outlined in the Grantee's application for which the Grantee will be submitting an invoice.

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**Question 4:** Page 45: "Participant demographic survey." Who is the participant - intern, preceptor, or client?

**Answer 4:** The participant is the Psychiatric Mental Health Nurse Practitioner (PMHNP) student.

**Question 5:** For the two required Applicant References (Page 21), if all of the past PMHS placement sites are within a single (applicant) agency, should we acquire two internal references or an explanation of why these references cannot be provided?

**Answer 5:** The RFA states on Page 21, "List two references from PMHS locations that your PMHNP Program provided residency services at within the last four years. If two references cannot be provided, please explain why on an attached sheet of paper."

**Question 6:** Regarding the statement that "the program will work to ensure that PMHNP students will continue to work in the PMHS upon successful completion of the program" (Page 7, viii.), how long are we expected to maintain contact with students after they complete their preceptorship(s) to determine if they end up working in the PMHS?

**Answer 6:** Monitoring the progress of program participants will not be required after the end of the contract period. However, it is up to the applicants to provide a detailed work plan and schedule for task completion, as required in Attachment 7: Sample Grant Agreement. Page 7, Section D. 4. b. viii states that the detailed work plan must also include the following "Participants: Explain how the program will work to ensure that PMHNP students will continue to work in the PMHS upon successful completion of the program, specifically detailing how they will be able to contribute to a diverse, culturally sensitive, and competent Public Mental Health Workforce."

**Question 7:** Will a fillable PDF form be provided?

**Answer 7:** WET staff can provide the RFA in a Word version upon request. Please send a separate email to [OSHDPD.MHSAWET@oshpd.ca.gov](mailto:OSHDPD.MHSAWET@oshpd.ca.gov) requesting a Word version of the RFA and WET staff will respond within 1-3 business days.