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Networks that Support Public Mental Health System Workforce with Lived Experience
RFA #17-8144
Questions and Answers

Question 1: *What is the plan for funding after June 30, 2019? Is it anticipated that there will be funds to continue the work begun or do we need to plan as if this will be one-time funding and build a training and support program that will only be available from Feb 2, 2017 through June 30, 2019?*

Answer 1: This RFA provides grant funding only through June 30, 2019.

Question 2: *Is this funding designed for new programs? Or is this continuing funding for existing efforts?*

Answer 2: Funding for grants under this Program may be awarded to agencies and/or organizations that have previously received funding for similar activities in previous years. However, this is not a prerequisite for applying. OSHPD does not have any requirement in the scoring criteria (located on pages 10 and 11) that would provide any advantage or disadvantage to any organization that has previously received OSHPD funds.

Question 3: *The cover letter states that agreements with state agencies will be completed as Interagency Agreements and shall be governed by the terms and conditions for Interagency Agreements. As part of the CSU system, does this mean the contract format and indirect rate will comply with AB20 format? If so, will the indirect rate be 25%, not the 15% listed on Page 7, under Cost Detail Format and Requirements, Item v and Page 12, Item 5 Award and Protest, Section c?*

Answer 3: OSHPD will utilize the AB 20 model agreement language for its grants with UC and CSU institutions. However, the maximum indirect cost rate allowed for Local Organizational Support and Development Networks for Public Mental Health System Workforce with Lived Experience Program grants is 15 percent. There are no exceptions.

Question 4: *Page 3, Section B. Purpose and Description of Services are applicants required to do all four of the following - Self Help/Support Groups; Mentoring; Training for Development and Retention; Financial Assistance to support attending training - or are these simply examples of how to approach the work to be done?*

Answer 4: The referenced provision in this Request for Applications states, in part, that "...training that may include, but not be limited to..." Therefore, an applicant may include in the request for funding one or more of these activities, as well as other activities not listed in this subsection.

Question 5: *Page 4, Section B., Item 5. Evaluation, subsection b. asks that after completion of program activities, the evaluation include “a comprehensive survey for program participants and employers where participants were placed.” However, the RFA is not calling for placement of participants. Is this a cut and paste error and the intent is that a survey be done of the participating organizations and their employed or volunteer CFP/Cs?*

Answer 5: While grantees will not be providing placement services for CFP/Cs, the grantee is required to provide post-placement support services. Thus, the grantee is expected to know where each CFP/C is working.

Question 6: *Page 8, Item 3 Submission of Application, Section c. States that additional applications may contain photocopies of the original documents, but does not indicate if or how many copies beyond the original are to be submitted. Nor is there guidance about desired format, e.g. single or double-spaced text, single or double-sided printing, size fonts, or margins. Can you please clarify?*

Answer 6: There are no page limits, nor are there formatting requirements associated with this RFA. Each applicant is required to submit one application marked “ORIGINAL COPY” with original signatures, as well as an electronic copy on CD or by email to OSHPD.MHSAWET@oshpd.ca.gov. Submission of additional copies is not required.

Frequently Asked Questions from previous Networks that Support Public Mental Health System Workforce with Lived Experience RFAs

Question 1: *Does the services for all activities have to be in the local area or can they be provided via the internet, webinars, etc.?*

Answer 1: For the purposes of this Request for Application (RFA), a web-based service is an eligible activity as long as the applicant makes it accessible to those county(s) and CBO(s) identified within their application to be served and as long as that is the activity identified in the application.

Question 2: *Are there any limitations on the budget categories?*

Answer 2: For this RFA, there are two major budget categories which include direct program costs and indirect program costs. There is no limitation on the amount of funds to be used for the direct program costs budget category. However, as described on page 31 of the RFA, financial assistance falls under the direct program costs budget category and cannot exceed 15 percent of the direct program costs budget category. Indirect costs are the second budget category which cannot exceed 15 percent of the total proposal budget.

Question 3: *In the Sample Rate Proposal Worksheet, does the summary of costs per activity type need to be broken down into line items?*

Answer 3: The cost per activity type identified in this section should be one figure that includes all costs associated for completing that activity type. It is all inclusive, including the cost for salaries for program staff, program materials, etc.

Question 4: *Are contract agencies with consumer and family members employed or volunteering count as a population that would be addressed under this RFA?*

Answer 4: Those individuals employed by or who volunteer for a PMHS employer would be eligible for the services funded by this RFA. The definition of the PMHS is outlined on page 29 of the RFA and means any publicly-funded mental health programs/services and entities that are administered, in whole or in part, by the State Departments or county. It does not include programs and/or services administered, in whole or in part by federal, state, county, or private correctional entities. If an organization is a part of the PMHS or funded by the County such as a community-based organization, then that workforce would be eligible for services provided by this RFA.

Question 5: *The Sample Rate Proposal Worksheet mentions uncompensated time-off. Does this mean that if the individuals with lived experience are not being paid, then we can pay them?*

Answer 5: Yes, individuals may be compensated for incurred costs to enable their participation in the activities sponsored by the proposing organization and may include, but not be limited to transportation costs, uncompensated time-off, and child care. However, a grantee shall not allocate more than 15 percent of the direct program costs budget category for this activity type.

Question 6: *In reference to Item vii on page 6, can you clarify if the grantee is supposed to include individuals with lived experience to deliver the services?*

Answer 6: Each applicant and its subcontractor(s) must demonstrate it has experience in providing services that engage, train, and support individuals with lived experience who are employed or volunteering in the PMHS. Applicants and/or their contractors must also demonstrate they have staff with lived experience and/or have a proven record of working with individuals with lived experience.

Question 7: *For preparing the detailed work plan, is there any special formatting or page length?*

Answer 7: There is no special formatting or page length requirement, however an applicant should follow the order that the RFA outlines the different application components. In addition, an applicant should use the exact templates outlined in the RFA where applicable.

Question 8: *How many of these \$150,000 grants are you projected to give out?*

Answer 8: A total of \$1,000,000 is available for this RFA, but the number of awards depends on the number of applications received that bid between \$50,000 and \$150,000. As also noted in the RFA, the WET 2014-2019 Five-Year Plan appropriated a total of \$8,000,000 for activities that aim to increase, retain, and/or support the employment of individuals with lived experience in the PMHS across counties and CBOs throughout California, thus creating the potential for total grants of more than \$1,000,000 being awarded.

Question 9: *Will there be consideration to spread the awards out across California?*

Answer 9: Yes, Item 4.c. on page 10 of the RFA states that final awards will be made to the highest scored applications, taking into consideration the geographic needs in California by a distribution of awards throughout the State.

Question 10: *Our organization works with family members, parents and caregivers. Can we still bid or do you have to support all types of individuals with lived experience including consumers, family members, and parents/caregivers?*

Answer 10: Yes, you are still eligible to submit an application so long as you meet the minimum qualifications outlined on page 4 of the RFA.

Question 11: *Is there a targeted age group or is it open across the board regarding who the services are provided to?*

Answer 11: The RFA is left broad so there is not a targeted group or category, however an applicant must collaborate with county(s) and/or CBO(s) to support and implement services that are consistent with the needs of the County(s) and CBO(s) identified in the application.

Question 12: *Is there any scoring consideration if an organization leverages other funds to enhance this particular proposal to meet the deliverables?*

Answer 12: No, additional funding sources will not be considered as a part of the scoring criteria. The evaluation tool on page 10 of the RFA will be used to score the applications.

Question 13: *Is this going to be offered on a yearly basis or is this a one-time RFA?*

Answer 13: The Legislature appropriated funds for WET that are to be expended over a ten-year period—from 2008-09 through 2017-2018. Future funding requires an appropriation by the Legislature and approval by the Governor.

Question 14: *Is this grant a pay for service or are the funds paid out fully at one time?*

Answer 14: Payment will be made on a prorated basis based on completion of activities using the tables on page 22 and page 23 of this RFA. These prorated rates are based on what was included in the application including the activities type, number of times each activity type was proposed to be engaged in, and dollar amount you allocated for this activity type in the application. The rate established in this section will be contractually binding, if awarded and no changes to the payment section can be made after entering into contract. Payments are made on a quarterly basis in accordance with the instructions on page 30 of this RFA.

Question 15: *If we are out there doing support groups would we be reimbursed for that or is the goal to train others to do support groups?*

Answer 15: The RFA is left broad and open in order for the applicant to demonstrate how they will complete the services described on pages 3-4. The “Purposes and Description of Services” section mentions self-help/support groups, but its left broad, so that an applicant can determine how they will do it, how many times and how much it will cost. Applicants are encouraged to submit a competitive application and must outline in the application exactly what they are proposing to do.

Question 16: *Would it help to include strength of current programs?*

Answer 16: An applicant is encouraged to incorporate information in their application which identifies their strengths and competitiveness of their program. It is up to the applicant to determine what will strengthen their application according to the scoring criteria outlined on page 10 of the RFA.

Question 17: *Is evaluation of the programs considered?*

Answer 17: Yes, program evaluation is considered as a part of the scoring criteria. The applicant should identify how they plan to collect and report data that evaluates program outcomes, and reports challenges, successes and lessons learned from the activities completed.

Question 18: *Is there a date we will be notified if we are awarded?*

Answer 18: Yes, on page 8 of the RFA, the key action dates are listed and the notice of intent to award is December 29, 2017. The notice of intent to award will be posted to the OSHPD/WET website which can be found at the following link:
<https://oshpd.ca.gov/HWDD/WET.html>.

Question 19: *Does the application have to be received or postmarked by the December 1, application submission deadline?*

Answer 19: The instructions for submitting an application are detailed on page 8 of the RFA. The application must be received by the December 1, 2017 3:30 PM PST submission deadline. The applying organization is responsible for ensuring that their application is received by the date and time required. Any application reaching the contact person after the deadline date and time will not be considered.