

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

2020 West El Camino Avenue, Suite 1222

Sacramento, CA 95833

(916) 326-3700

(916) 322-2588 Fax

www.oshpd.ca.gov

**Local Organizational Support and Development Networks for  
Public Mental Health System Workforce with Lived Experience****RFA #17-8145****Questions and Answers**

**Question 1:** *Will the OSHPD recognize and use the AB 20 model grant agreement for CSU or UC campuses and auxiliaries? Will the OSHPD also recognize the agreed-upon indirect rate of 25% for CSU/UC campuses and auxiliaries?*

**Answer 1:** OSHPD will utilize the AB 20 model agreement language for grants with the CSU and UC. 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 2:** *What is the plan for funding after June 30, 2019? Is it anticipated 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, 2018 through June 30, 2019?*

**Answer 2:** This RFA provides grant funding only through June 30, 2019.

**Question 3:** *What is the history of funding in this area? Is this funding designed for new programs? Or continuing funding for existing efforts? If there are existing WET-funded programs doing this work, can we have access to any needs assessments they have done?*

**Answer 3** 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. Needs assessment of previously awarded grants are not available. Evaluation and needs assessment of current state administered WET programs are planned for 2018.

**Question 4:** *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 8, under Cost Detail Format and Requirements, Item iv. under subsection f?*

**Answer 4:** Please see our response to Question 1.

**Question 5:** *Page 4, Section B, Item 3. Evaluation, subsection b. asks that after completion of program activities, the evaluation include “a comprehensive survey of program consumers, family member participants, and employers where participants were placed.” However, the RFA is not calling for placement of participants. Was the intent of this that a survey be done of the participating organizations and appropriate staff including CFP/Cs?*

**Answer 5:** As provided in Addendum 1, dated November 3, 2017, Section 3 Evaluation, Item b. is amended to read:

- b. A comprehensive survey of employers participating in activities provided by the grantee.

**Question 6:** *Page 4, Section B, Item 3. Evaluation, subsection d. reads, “A description of how the program incorporates innovative, evidence-based, and community identified strategies to achieve the goal of training and placing CFP/Cs in the PMHS.” The RFP focuses on training and technical assistance for PMHS employers and the development and dissemination of Organizational Tools and Best Practices. Is the reference to “training and placing of CFP/Cs in the PMHS” a cut and paste error? Or is this an additional expectation of applicants?*

**Answer 6:** This is not an error. We have an expectation that grantees will be able to report as part of their evaluation on innovative, evidence-based, and community-identified strategies to achieve the goal of training and placing CFP/Cs in the PMHS because they will have included such efforts in their work with PMHS employers of CFP/Cs.

**Question 7:** *Assuming work proposed would be performed by local California based individuals/entities working in partnership with local PMHS employers, are business entities incorporated outside of the state of California eligible to propose, be contracted and funded under this RFA?*

**Answer 7:** Yes, organizations based outside of California can receive OSHPD funding, provided the proposal is competitive with those submitted by other applicants. Please reference Appendix 4, Contractor Certification Clauses Form, which states (on page 52):

“c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.”

**Question 8:** *On Page 5, Section D, Item 4 Required Application Components, Section b. lists as a required application component an “Assessment of PMHS Employer Needs.” Is it expected that applicants will fund and conduct an assessment of PMHS employer needs prior to submitting a proposal for funding to RFA# 17-8145 or is this to be done as part of the services proposed? If there is no existing assessment, can this be done as part of the start-up for delivery of services? Focus groups and key-informant interviews were listed as techniques to be used for the needs assessment- were those simply suggestions and other means of assessment can be used (e.g., online survey of participating agencies) or are those required techniques?*

**Answer 8:** Yes, as part of the application, we require that applicants undertake an assessment of the needs CFP/C employers in the PMHS as part of their request for funding at their own expense. More detailed assessments may be undertaken as part of grant activities; however, evaluation of applications will be based on assessments included in the application.

**Question 9:** *On page 6, Section D, Item 4 Required Application Components, subsection c Detailed Work Plan, subsection i. reads "...number of participants that each organization is to train and provide technical assistance and support;" Table A reads "Number of individuals to receive training; technical assistance and support" broken down by organization served; and Section 4 Required Application Components, Item c. Detailed Work Plan, subsection ii. reads "Identify how these organizations will complete Deliverable 1, which is to provide training and technical assistance to PMHS employers listed above." Is the expectation that the applicant will be providing the training and technical assistance and this is guidance to provide numbers for services proposed for each of the listed participating organizations, or is the intent that the applicant will train the participating organizations to train and provide technical assistance to their staff and this is to be a count of what each participating organization will provide internally to their organization?*

**Answer 9:** It is the expectation of OSHPD that each grant applicant will describe the training and technical assistance to be provided to the agencies and/or organizations listed in Table A. As also noted on page 6, in Section D, Item 4. Required Application Components, subsection c. Detailed Work Plan, subsection i., in order for each listed organization to be considered as part of the proposal, an applicant must also include a signed County/CBO Participant Verification form as part of the application.

**Question 10:** *On Page 7, under Cost Detail Format and Requirements, the RFP states that expenditures cannot exceed \$250,000 in each of the fiscal years. Since the first fiscal year of the project is only 5 months long (beginning Feb. 2, 2018) that leaves the first 5 months potentially funded at twice the level as the second fiscal year. Is that the intent? Would it be possible to spread the funding across fiscal years in a manner that best ties to the proposed deliverable schedule?*

**Answer 10:** As provided in Addendum 2, dated November 3, 2017, applicants may propose to spend their grants such that no more than \$500,000 is expended over the entire grant period.

**Question 11:** *Page 8-9, Section E, Item 3, Submission of Application, subsection 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 11:** There are no page limits nor 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](mailto:OSHPD.MHSAWET@oshpd.ca.gov). Submission of additional copies is not required.