OSHPD

Office of Statewide Health Planning and Development

Workforce Education and Training (WET)
Statewide Support and Development of Public Mental Health System
Workforce with Lived Experience

Q and A's from Mandatory Bidders' Conference
Request for Application (RFA) #14-7229 July 2, 2015

Question 1: Is the contractor required to provide the same activities in all five regions?

Answer: Yes, the contractor is required to make activities 1-6 on page 3 accessible and available in all five mental health WET geographic regions. However, the specifics of that activity including number of times that activity is provided can change in each region to meet the needs of the population of that region.

Question 2: Why is there not a verification/participation form for this RFA?

Answer: The purpose of this RFA is to provide statewide services to increase, retain and/or support the employment of individuals with lived experience as consumers, family members, and parents/caregivers in the public mental health system (PMHS) across counties and Community Based Organizations (CBO) throughout California. As such, all counties and CBO's PMHS workforce with lived experience across the state should be reached out to and eligible to participate in the services provided as a result of this RFA.

Question 3: There were other RFAs released that had similar purposes. What is the goal of this RFA, is it to make sure all counties are offered the full range of services?

Answer: Yes, it's to ensure all counties and CBO's and individuals with lived experience who are working or volunteering in the PMHS in California have access to these services. The other RFA's mentioned had localized impact goals and this one is statewide, so more counties and CBO's and individuals with lived experience who are working or volunteering in the PMHS can be supported throughout the state.

Question 4: Were there grants released before to other counties and now you are looking for similar programs?

Answer: There were 2 other grants related to supporting consumer, family member and parent/caregiver workforce that were more local and the proposer would identify who they would work with. Although the activities are similar, this RFA aims to increase the support and services to this workforce across the state. Essentially, expanding the services beyond certain local geographic regions. It is also important to note that as indicated on page 4 bullet d. the contractor shall "to the extent possible, collaborate with

grantees of OSHPDs local organizational support and development network and networks to support PMHS workforce with lived experience programs"

Question 5: Do you have examples for this?

Answer: No, OSHPD does not provide specific examples of the activities. OSHPD identifies the overarching activities that you must include, which are identified and defined on page 3 and 4. Other than the information provided on page 3 and 4, there are no specific examples provided.

Question 6: There are three different Peer Providers listed in this RFA. Do you expect one agency to provide services to those three groups or can a collaboration of organizations apply?

Answer: Yes, OSHPD expects the contractor to provide services to three Peer Provider groups identified and there can be a collaboration of organizations. There has to be one organization that applies and becomes the contractor, but there can be subcontractors. On page 9, in the Project Personnel section, is the place where you would identify any sub-contractors or personnel proposed to work on the project.

Question 7: Can an agency that already has one of the other OSHPD grants apply for this RFA?

Answer: Yes, as long as, if awarded, you are not being paid for an activity on one grant and then being paid for that same activity on this grant. The activities have to be different. OSHPD cannot pay for duplicative services.

Question 8: Will you be identifying which counties do not have the previous OSHPD grants?

Answer: No. This RFA is intended to support all counties and CBO's PMHS workforce with lived experience across the state regardless of previous counties/CBO's workforce that has been supported. However, OSHPD does list the awardees on our web-site for previous RFA's which are accessible to view. They are listed on the notices of intent to award found in the "RFA/Funding Opportunities" tab via the following link: http://www.oshpd.ca.gov/HWDD/WET.html.

Question 9: Is OSHPD trying to grant agencies that have not previously received a grant?

Answer: OSHPD does not have any requirement in the scoring criteria located on page 15 that would provide any advantage or disadvantage to any organization that has previously received OSHPD funds.

Question 10: Under the technical support item, it is very broad, is there an outline for that?

Answer: The definitions of the activities are intentionally broad to allow the proposer the flexibility to identify what that activity would be provided based on the needs identified for that given population and/or region. It is up to the proposer to identify what specific training or technical assistance to provide and this applies to all types of activities identified.

Question 11: Could you provide clarity on the cost detail worksheet and budget information?

Answer: There are 8 major budget categories which include (i) Co-Learning Collaboratives (ii) Professional Development Opportunities, (iii) Support and Retention, (iv) Training and Technical Assistance for PMHS Employers, (v) Financial Assistance, (vi) Develop and Disseminate Tools and Best Practices and Promotion of Resources, (vii) other Evidenced-Based or Community Identified Strategies, and (viii) Indirect Program costs. The categories are defined on pages 8-11. In that section OSHPD also identifies a certain percentage that limits how much can be allocated per budget category.

Applicants will use Attachment 5 on page 23 to identify the costs for each of these 8 categories. For each activity, you will break out the cost per activity type you identified. Per activity type you will also identify how many times you will engage in that activity type which should align with what you included in the table of developing an application and work plan section. The way we calculate the prorated rate which is shown in the table on page 27 is by dividing the total cost of each activity type by the number of times you will engage in that activity type. It is also separated by Fiscal Year, as this is a two-year grant. If awarded OSHPD will pay for each budget category based on completion of the number of activities you indicated would occur in the application. If awarded, as you complete the activity, we pay the prorated rate per activity completed.

Question 12: Is there a page limit for the proposal?

Answer: No, there is not a minimum or maximum number of pages. However, you must follow the format provided and use the templates and tables provided to answer questions in the order they are asked.

Question 13: What attachments are required to be submitted with the proposal?

Answer: Page 17, in the Required Attachments sections, is a list of the required attachments and the next page is a required attachment check list.

Question 14: Could you review the indirect cost rate calculation?

Answer: The indirect costs cannot be more than 15 percent of the total budget and, if awarded, will be paid by calculating the percentage of indirect costs incurred based on the percent of the direct program cost incurred that reporting period. The table on page 28 identifies how we will calculate that payment if awarded. You don't identify the indirect cost prorated rate in the application, just the whole indirect cost. If awarded, indirect cost prorated rates are to be identified in each invoice.