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**Educational Stipend Program- Masters of Social Work  
Workforce Education and Training (WET) Programs  
Request for Application (RFA) #15-6337**

**Questions and Answers from Mandatory Bidders' Conference  
January 22, 2016**

**Question 1:** In reference to the Detailed Work Plan on page 5 (tables f, g and h), would we need to give information for all the schools we will be working with or maybe an average? Should I provide individual level data and perhaps a summary sentence or two about each one?

**Answer:** The proposer can articulate the information in a manner that they best see fit, however WET recommends showing the data in a consistent method with how the educational stipend program will be administered and reported on in the progress reports. If your consortium represents many schools then it would be appropriate to include each schools information and any summary to help describe the data in aggregate may be helpful.

**Question 2:** What is the meaning in the statement on page 26, Section C. 1 g. "The Service Agreement must be signed in advance of the student receiving stipend funds, and the Grantee's rights under the Service Agreement shall be assignable to Office of Statewide Health Planning and Development. (OSHPD)?"

**Answer:** The reference to assigning the rights under the Service Agreement to OSHPD means that after the term of the Grant Agreement ends, OSHPD could then be assigned the rights to assume any remedies against any recipient that did not complete their service commitment.

**Question 3:** What is the meaning of the statement on Page 27 item C 1 I. "Grantee(s) shall have full responsibility for coordination with those schools"?

**Answer:** This is referring to any potential sub-contracts an educational institution or consortium may have with other schools. If you are sub-contracting with many different schools, then you would have full responsibility working with each school. Since OSHPD would not have the contract with each of those schools, it would not be OSHPD's responsibly to coordinate with them.

**Question 4:** There may be an error in the Sample Grant Agreement, Section D-2, as it states "the results of the demographic survey shall be reported in the quarterly or bi-monthly progress report".

**Answer:** Yes, this is a typographical error where semi-annually should replace bi-monthly. In all sections throughout this RFA, the progress report submission timeframe is either quarterly or semi-annually, four or two times a year.

**Question 5:** On page 28, item 5, is there some text missing, or is this section supposed to say \$7.3 million?

**Answer:** The text is missing because this section represents a sample Grant Agreement. The reason it is left blank or without specification of a number is because WET does not know what a proposer will propose in their budget. We did not identify the number as \$7.3 million because that is the maximum and a proposer may propose a lower amount for their budget.

**Question 6:** In the *Sample Grant Agreement*, Page 27, item C (1)(j): due to the need to gather and process invoices from our partner schools we cannot meet the 30 day deadline at the end of each quarter. Can we get pre-approval or do we have to get an extension before every progress report?

**Answer:** The reason for the 30-day deadline is to have consistency across all the different educational stipend programs. If an extension and/or pre-approval of an extension is needed, this can be discussed with the contract/grant program manager in the beginning of the Grant Agreement.

