

Responses to Questions for Public Private Partnership RFP#2018-04

Q1	My organization has a governing body, but does not have a Board of Directors. How do I meet the last minimum qualification outlined in section 3.1 of the RFP?
A1	This minimum qualification no longer applies to this RFP. Please note that applicants must still operate in accordance with all applicable laws, rules and regulations <u>and</u> must meet all other requirements outlined in RFP Section 3.1 Minimum Qualifications . An amended RFP was posted on 10/12/2018, and is available for download at the OCFS Website https://ocfs.ny.gov/main/bcm/rfp.asp , the NYS Contract Reporter https://www.nyscr.ny.gov/agency/adsView.cfm?numID=204587 , and the NYS Grants Gateway at https://grantsgateway.ny.gov . Please see the amended RFP for additional information and submission requirements.
Q2	Section 2.3 Purpose and Funding Availability and Section 5.2 Proposed Budget, Local Match: can the cash contribution include municipal funds that are received from a third party that is a private organization?
A2	No, if a municipality provided municipal funds to a third party private organization, such funds cannot be considered as part of the private cash contribution. However, if a private, third-party, non-governmental organization donated funds to the municipality, such funds can be considered private cash contributions. RFP Section 2.3 Purpose and Funding Availability and Section 5.2 Proposed Budget have been amended to provide additional clarification regarding this requirement. The amended RFP was posted on 10/12/2018, and is available for download at the OCFS Website https://ocfs.ny.gov/main/bcm/rfp.asp , the NYS Contract Reporter https://www.nyscr.ny.gov/agency/adsView.cfm?numID=204587 , and the NYS Grants Gateway at https://grantsgateway.ny.gov . Please see the amended RFP for additional information and submission requirements.
Q3	Would this be applicable to fund follow up program for individuals, including children, who have been arrested for some type of drug charges—possession, use—and are released. We are developing a program that would follow up on these individuals.
A3	No, unless the program addresses promotion of positive parenting and parent-child bonding, supporting optimal child health and development, preventing child abuse/maltreatment, improving outcomes for high need at risk children and families, fostering healthy relationships and promoting positive discipline in schools, or improving educational and social outcomes for foster care and juvenile justice youth. This funding opportunity is designed to increase services for at-risk children, youth and families to prevent involvement with the child welfare or juvenile justice system. Proposals should target at least one of the initiatives identified in RFP Section 2.3 Purpose and Funding Availability .
Q4	Can a County Government / LDSS apply for this RFP (or be a lead or co-applicant)?
A4	Yes, a county government can apply for this RFP. They must meet all requirements outlined in RFP Section 3.1 Minimum Qualifications , which includes the required 35% private funds contribution.
Q5	Are hospitals with youth intervention and prevention development programs eligible to apply?
A5	Yes, hospitals can apply for this funding if they meet all requirements outlined in RFP Section 3.1 Minimum Qualifications , which includes the required 35% private funds contribution.

Responses to Questions for Public Private Partnership RFP#2018-04

Q6	Our program currently receives funds from NYC Mayor’s Office of Criminal Justice, but we would like to apply for this grant to augment those funds and expand our program. Is there any exception to the requirement for private funds?
A6	No, there are no exceptions to the requirement for private funds. All applicants must comply with the requirements outlined in RFP Section 3.1 Minimum Qualifications . The 35% private funds contribution must be private funds and may <u>not come</u> from a government source.
Q7	On page 10, among the eligible projects, is “start-up or expansion of Restorative Justice programs in high needs schools, which would include Special Act Schools and 853 Schools.” Could you clarify -- are these the only high needs schools that may apply?
A7	No. The language in RFP Section 2.1 Introduction/Description of Program Objectives and Background is meant to be inclusive, not exclusive. Any schools in high need areas, as defined in section 2.1 may apply to begin or expand a restorative justice program.
Q8	Can we apply for this RFP when we are not yet evidence-informed, but should be before the notification of award?
A8	No, per RFP Section 4.1 Desired Outcomes and Program Requirements , OCFS is seeking applications for funding to start up or expand evidence-based/evidence-informed programs. Scoring of the proposal will be based on the strength of the program model proposed.
Q9	We are working with OCFS to pass legislation to allow this model in NY State. Can we apply for this grant pending the passing of legislation in 2019?
A9	No, applications are due by the deadline specified in RFP Section 1.2 Calendar of Events . There is no requirement to have legislation attached to a proposed program and submitted by applicants in response to this funding opportunity. Applicants eligible to apply must meet the RFP Section 3.1 Minimum Qualifications
Q10	What are the qualifications to be considered a Parent Child Home Program (i.e. does it have to be evidence-based)?
A10	Parent Child Home programs referenced in RFP Section 2.3 Purpose and Funding Availability are a specific model of home visitation provided to low-income families to provide families with the knowledge, skills, and tools to build school readiness in their homes before their children enter school. This is an evidenced-based program. More information on Parent Child Home programs can be found at https://www.parent-child.org/
Q11	Can a given nonprofit submit more than one application in response to this RFP as the lead applicant?
A11	Yes. Applicants may submit more than one application in response to this RFP.

Responses to Questions for Public Private Partnership RFP#2018-04

Q12	Can a non-school nonprofit agency submit an application for the Restorative Justice in Schools category, or are schools the only eligible applicants?
A12	Yes, an eligible non-school applicant as identified in Section 3.1 Minimum Qualifications can submit an application for Restorative Justice programs in accordance with Section 4.1.D of the RFP. Section 3.1 Minimum Qualifications was amended on 10/12/2018 to require that <u>all non-school applicants applying for Restorative Justice programs must submit a letter of agreement signed by the applicant and the school Superintendent of the eligible school the applicant proposes to serve.</u> The amended RFP is available for download at the OCFS Website https://ocfs.ny.gov/main/bcm/rfp.asp , the NYS Contract Reporter https://www.nyscr.ny.gov/agency/adsView.cfm?numID=204587 , and the NYS Grants Gateway at https://grantsgateway.ny.gov . Please see the amended RFP for additional information and submission requirements. If additional upload slots are needed for the provision of required documentation, applicants may upload materials to the “ Grantee Document Folder ” section of your online application in the NYS Grants Gateway. Please ensure all uploads are clearly identified.
Q13	Re: Section 2.3 Purpose and Funding Availability, page 13 states that “state funding for the program is limited to not more than 65% of eligible program expenditures, with the remaining 35% of program expenditures to be supported with private funds.” Further, page 14 states “all of the private fund must be cash from a non-governmental source.” Please give examples of non-government originating funds that a non-profit can use and/or suggestions for acquiring such funds.
A13	Examples of non-government originating funds include an applicant’s own cash or cash reserves unless the source of the cash or reserves is government funding. Private foundation or private donations are also allowable.
Q14	When will we have access to submit the proposal in Grants Gateway?
A14	The funding opportunity is currently live in the NYS Grants Gateway at the following website: https://grantsgateway.ny.gov and can be located by searching for CFS01-PPP-2018 or by any part of the name “RFP # 2018-04 Public Private Partnership” in the grant opportunity portal. Prospective applicants must submit their applications prior to the due date and time indicated in RFP Section 1.2 Calendar of Events . Guidance documents, including a quick-start guide for applications, are available at the following website: https://grantsreform.ny.gov/Grantees . Please see RFP Section 5.5 Proposal Submittal Process for additional information. Please note that all applicants must also be prequalified, if not exempt, in the NYS Grants Gateway at the proposal submission deadline per RFP Section 3.2 Prequalification Process .
Q15	Should the budget submission cover the entire grant period (4 years and 9 months) or just an annual period?
A15	Applicants should submit a 12-month budget that will be used annually, the budget will be prorated to cover the first 9-month (3/1/2019 -11/30/2019) term. Proposed budgets must follow guidance provided in RFP Section 5.2 Proposed Budget .
Q16	Is the \$500,000 maximum award across the entire grant period (4 years and 9 months) or is it an annual award amount?
A16	No, the \$500,000 referenced in RFP Section 2.3 Purpose and Funding Availability is the maximum annual award amount for one 12-month period. The nine-month period would be 9/12ths of the annual award amount.

Responses to Questions for Public Private Partnership RFP#2018-04

Q17	Seeking clarification on schools that would qualify under the definition outlined as a "high need" school in the RFP. There is a lot of language around 853 schools and Special Act School Districts. Are these the only "high need" schools who are eligible to apply? And are they given priority? If it is open to other "high need" schools, what documentation will you require to show "high need" eligibility?
A17	The language in RFP Section 2.1 Introduction/Description of Program Objectives and Background is meant to be inclusive, not exclusive. Any eligible high need schools may apply to this funding opportunity. The proposer should demonstrate high need by using data and other information that shows the need around suspension, arrest, expulsion rates and which students are impacted. 853 schools and Special Act School Districts will not be given priority over other high need schools.
Q18	If you are a previous grantee of the PPP, can you request continuation of programming currently supported by the PPP as well as combined with a request for expansion of slots and enhancement of programming or does the request need to be exclusively for expansion and enhancement?
A18	No. Per RFP Section 2.3 Purpose and Funding Availability , this RFP is for the start-up of new programs and/or the expansion of existing programs only.
Q19	For the private match, can an organization use a letter that supports funding that will arrive in December 2018 from a foundation partner. We have several partners that renew annually. Or would you prefer evidence of the funding from the December 2017 that carries throughout the year?
A19	The proposal submitted in response to this RFP should include <u>proof of commitment</u> of private fund contribution(s) that will be available for the first nine-month contract period in compliance with the requirements noted in RFP Section 2.3 Purpose and Funding Availability and Section 3.1 Minimum Qualifications . Documentation of the private funds contribution for each remaining period of the contract term will be required from awardees no later than six months prior to the start of each contract period. The RFP has been amended to include these requirements and is available download at the OCFS Website https://ocfs.ny.gov/main/bcm/rfp.asp , the NYS Contract Reporter https://www.nyscr.ny.gov/agency/adsView.cfm?numID=204587 , and the NYS Grants Gateway at https://grantsgateway.ny.gov . If additional upload slots are needed for the provision of required documentation, applicants may upload materials to the "Grantee Document Folder" section of your online application in the NYS Grants Gateway. Please ensure all uploads are clearly identified.
Q20	Can an organization submit two proposals for 2 different projects with separate private funding sources?
A20	Yes. An organization may submit, or participate in the submission of separate, multiple, proposals for different projects with separate private funding sources. Note per RFP Section 1.7 OCFS Reserved Rights , OCFS reserves the right to fund only one portion, or selected activities, of the selected applicant's proposal(s).

Responses to Questions for Public Private Partnership RFP#2018-04

Q21	If an organization is applying solely for funding for an evidence-informed program and not one that operates a Parent-Child Home Program or a Restorative Justice Program, does it need to submit Attachment 1 - the PACT evaluation and attachment 2 - Protective Factors Instrument?
A21	Attachment 1 and Attachment 2 are reference documents provided for your information. Their completion is optional. If applying for Parent-Child home, awardees will be required to use the PACT evaluation. If applying for model A or C, awardees will be required to use the Protective Factors Instrument. Attachment 1 and Attachment 2 are marked as required in the “Pre-Submission Uploads” section of your online application in the NYS Grants Gateway. You may upload blank documents in response to these two required uploads.
Q22	In the Pre-Submission Uploads section of Grants Gateway—A1 asks for an upload of the Evaluation of PACT. IF we aren’t using PAT, what should be uploaded? If we leave it blank, we the RED STOP SIGN.
A22	Please see the answer to question 21.
Q23	In the Pre-Submission Uploads section of Grants Gateway—A2 asks for an upload of the PFI. Do we simply upload the blank PFI?
A23	Please see the answer to question 21.
Q24	In the Program Specific Questions section of Grants Gateway—iii asks if we have uploaded the documentation for the 35% Private Funds. Where do we upload this documentation?
A24	If additional upload slots are needed for the provision of required documentation, applicants may upload materials to the “Grantee Document Folder” section of your online application in the NYS Grants Gateway. Please ensure all uploads are clearly identified.
Q25	In the Program Specific Questions section of Grants Gateway—iv asks if we have uploaded letters of support. Where do we upload letters of support?
A25	Please see the answer to question 24.
Q26	If an applicant seeking an award of \$500,000, paid our organization \$100,000, and we were to deliver \$300,000 in value, could the difference (\$200,000) be considered “private funds” from a “private funding source” to support the total program budget?
A26	No, per RFP Section 2.3 Purpose and Funding Availability , if an applicant seeks an annual award of \$500,000 from OCFS, there would be a required private funds contribution of \$269,230 in private cash funds per year for a total annual budget of \$769,230.
Q27	Can an organization simultaneously submit their own grant proposal while being named as a subcontractor on another agency’s proposal?
A27	Yes. An organization may submit their own grant proposal and be named as a subcontractor in another agency’s application with separate private funding sources. OCFS reserves the right to fund only one portion, or selected activities of the selected bidder’s proposal.
Q28	5.2 1. Contractual/Consultant Services (page 33): The RFP states that “If a subcontractor or consultant expense is more than \$15,000, three written bids are required...” Is this documentation required as part of the proposal submission process, or is it required at the time of contracting?
A28	For expenses of this type, three written bids would be required from applicants who are awarded contracts during contract development. Written bids are not required to be included in the initial proposal.

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Q29	5.2 A.1-Personal Services(Salaries): “If a position has both administrative and programmatic responsibilities show the position on two lines, one for programmatic ... and one for administrative.” Please provide examples of administrative functions within a position split between program and administration.											
A29	<table border="1"> <thead> <tr> <th data-bbox="204 380 513 453">Program Role</th> <th data-bbox="529 380 821 453">Percentage of time on contract</th> <th data-bbox="829 380 1317 453">Description of duties</th> </tr> </thead> <tbody> <tr> <td data-bbox="204 459 513 600">Program Director (A)</td> <td data-bbox="529 459 821 600">50%</td> <td data-bbox="829 459 1317 600">Hiring for program, preparing budgets for program, attendance at board meetings, preparing reports.</td> </tr> <tr> <td data-bbox="204 606 513 783">Program Director (P)</td> <td data-bbox="529 606 821 783">50%</td> <td data-bbox="829 606 1317 783">Provides direct supervision to front line staff, involved in training staff working with clients, providing clinical consultation for children and families.</td> </tr> </tbody> </table>	Program Role	Percentage of time on contract	Description of duties	Program Director (A)	50%	Hiring for program, preparing budgets for program, attendance at board meetings, preparing reports.	Program Director (P)	50%	Provides direct supervision to front line staff, involved in training staff working with clients, providing clinical consultation for children and families.		
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Q30	Is it allowed to use the private matching funds to cover indirect/administrative costs that exceed the 15% cap?											
A30	No. Please note that an amended RFP was posted on 10/12/2018 that clarifies these requirements, and is available for download at the OCFS Website https://ocfs.ny.gov/main/bcm/rfp.asp , the NYS Contract Reporter https://www.nyscr.ny.gov/agency/adsView.cfm?numID=204587 , and the NYS Grants Gateway at https://grantsgateway.ny.gov . Please see Section 2.3 Purpose and Funding Availability and Section 5.2 Proposed Budget of the amended RFP for additional information.											
Q31	Do programs that provide professional development and technical support for school leaders and staff qualify for this RFP? (Please note that all professional development and technical support is designed to help school leaders and staff establish trauma-informed school environments that promote positive teacher-student relationships and whole child development in high-adversity settings – leading to improved outcomes for students.)											
A31	Yes. Per RFP Section 4.1 Desired Outcomes and Program Requirements , services under this RFP include, but are not limited to, skills training and community services opportunities to low achieving schools or at-risk students.											
Q32	Can past and/or current recipients of OCFS Public Private Partnership funding apply for this RFP?											
A32	Yes, past and/or current recipients of OCFS PPP funding may apply to this RFP; please see the answer to question 18 for requirements regarding this.											

Q33	<p>Please clarify question C1 (pg. 39 on RFP) on the application which is: Propose specific outreach and engagement strategies for the target population that will be used to achieve the performance targets outlined in section 4.0 Program Requirements that are measurable, meaningful, realistic, ambitious and achievable given resources available. (5 points) *</p> <p>The question is confusing. Does this mean the outreach and engagement strategies for the target population participating in the project need to be measurable? Or does this mean that you need to make sure that your population fits the performance targets and you can get meaningful measurable results based upon target population participation in your project.</p>
A33	<p>The proposal regarding Work Plan Question C1 in RFP Section 5.4 Proposal Content, should provide the specific outreach and engagement strategies that the program will use to reach the target population that will achieve the measurable, meaningful, realistic, ambitious and achievable performance targets.</p>
Q34	<p>Would you consider a program that serves kinship caregivers under this RFP?</p>
A34	<p>Yes, a kinship caregiver program may apply under evidence-based or evidence-informed models to successfully support at Risk children, youth and families. Please see RFP Section 2.3 Purpose and Funding Availability for additional information.</p>
Q35	<p>The applicant is part of an umbrella organization which operates as one corporation for 11 agencies. (the applicant is one of the 11 agencies) The umbrella organization is willing to commit over 5 years in cash investments as the private funds contribution to the applicant agency to be applied to this RFP. Does this meet the criteria for private funds contributions for this RFP? (Section 3.1-paragraph 3- p. 15)</p>
A35	<p>Yes, if the originating source of these funds is private and non-governmental and all other requirements noted in RFP Section 3.1 Minimum Qualifications are being met.</p>
Q36	<p>The applicant must provide documentation of the required 35% private contribution from a private funding source to support the total program budget. Does this documentation need to demonstrate availability of the 35% private contribution for year one of the contract term, or document availability of the total private contribution for the entire term of the contract? (4 years and 9 months) (Section 2.3 paragraph 3- page 13)</p>
A36	<p>Please see the answer to question 19.</p>
Q37	<p>The applicant agency uses the PAT curriculum and has staff that have completed the PAT training but did not recertify every year. Are the staff Parent Educators required to have current certifications or is it sufficient that staff utilizes the PAT curriculum?</p>
A37	<p>To qualify under this model, the program should provide the Parents as Teachers (PAT) home visiting program <u>as specified by the model developer</u>. Consult the model developer's PAT program requirements for more information regarding certifications and use of the curriculum.</p>
Q38	<p>We are based in the NYC area. Can our SSD letter come from ACS?</p>
A38	<p>Yes. A NYC program should obtain a letter of support from the Administration for Children's Services (ACS). ACS is the agency responsible for protecting and promoting the safety and well-being of children and families in NYC. This includes child welfare and juvenile justice services.</p>