

Questions and Answers
Consumer Directed Personal Assistance Program Expansion Initiative
0908130346

1. Please clarify the DOH's definition of consortium

A. A **consortium** is an association of two or more individuals, companies, organizations or government agencies (or any combination of these entities) with the objective of participating in a common activity or pooling their resources for achieving a common goal.

2. Please clarify the full applicability and regulatory structure of subcontracting under this RFA.

A. Please refer to <http://www.osc.state.ny.us/agencies/gbull/g220.htm> for questions relating to subcontracting.

3. Please list the languages the contractor should use to develop the materials. Are there specific languages DOH is seeking?

A. The RFA lists as a preferred qualification: "The ability to develop training materials for individuals or agencies seeking to provide peer based services in multiple languages; and the ability to conduct training for individuals or agencies seeking to provide peer based services in multiple languages." The Department does not have a list of languages that it expects an applicant to utilize in the development of the required materials with the exception of English. (Section II, B., Preferred Qualifications, Page 7)

4. Is there an expectation that the training material will be available in multiple languages? If so, can you list.

A. Training materials developed should be available in both English and Spanish. (Section III, B, Developing Education and Outreach Materials, Page 10)

5. Do you expect the materials developed will be distributed into the future, past the duration of the initiative? If yes, for what period of time should the applicant plan on having resource materials available for distribution past the end of the grant period?

A. Materials developed will be the property of the Department of Health and as such will be distributed and updated as needed after the end of the contract.

6. Please define the type of "supportive data" requested.

A. The RFA applicant is responsible for determining the type and amount of data

needed to support achievement of its proposal's objectives. The supportive data information would be obtained through evaluation of the required activities. (Section III, A., Expectations of the Project, Page 8)

7. Please define what other resources a peer counseling training is expected to identify.

A. CDPAP is a component of the greater health care system available to consumers. The expectation is that peer counselors would have a scope of knowledge of all available long term care services to support any consumer in the community setting.

8. What basis does DOH expect the contractor to use as the uniform policies procedures and structures of the CDPAP?

A. The purpose, scope and construct of the CDPAP have been described in a number of policy documents issued by the Department and are available on the DOH website.

9. Does the Department want one CD with the technical information inserted with the technical portion of the application, and another CD with the financial information inserted in with the financial copies of the application?

A. There should be one complete CD that includes the information from the technical portion and the financial portion of the application and it should be submitted separately, not included in either the technical or the financial envelopes.