

**New York State Department of Health
Office of Health Insurance Programs**

Senior Supportive Housing Services

**Request for Applications (RFA)
RFA#: 1212230202**

MODIFICATIONS, QUESTIONS AND ANSWERS

RFA Modifications

PLEASE NOTE: Due to the delay in the publishing of these Q&A's the application due date has been extended to May 30th, 4:00 PM

The following has been updated/modified in the RFA. Strikethrough indicated deleted text; underlined text is new.

Page 5- II. Available Funding

NYSDOH intends to award up to eight contracts for a two-year term with no renewals anticipated. The anticipated contract start date is ~~July 1, 2014~~ August 1, 2014 and is expected to end on ~~June 30, 2016~~ July 31, 2016. The total anticipated amount available for this procurement is up to \$4 million (up to \$2 million per year for two years). Applicants may request up to \$250,000 per year for the two year period. Note: Funding is contingent on state appropriations and may be reduced based on available funding.

Page 10- G. Term of Contract

It is expected that contracts resulting from this RFA will have the following multi-year time period: ~~July 1, 2014 — June 30, 2016~~ August 1, 2014 - July 31, 2016.

Page 18- Budget: Use Budget Forms (Attachment 10)

- a. Complete two sets of budget forms as directed for each of the prescribed periods according to budget instructions (Attachment 9).
- For each set, complete all required Budget Forms (Attachment 10).
 - The two consecutive years' budgets should be labeled as follows:

Budget Year 1 ~~July 1, 2014—June 30, 2015~~ August 1, 2014 - July 31, 2015

Budget Year 2 ~~July 1, 2015—June 30, 2016~~ August 1, 2015 - July 31, 2016

Attachment 7

The contractor's quarterly reports detailing achievement of scheduled work plan benchmarks will form the basis by which submitted vouchers for contracted services are evaluated for payment.

The work plan should cover the contract period ~~July 1, 2014—June 30, 2016~~ August 1, 2014 – July 31, 2016. (Note that the dates may be subject to change).

Answers to Questions received through April 4, 2014 are shown below

Application Content and Forms

1. In looking over the RFA for Senior Supportive Housing Services, I am confused by the objectives on page 4 and the instructions for the Project Narrative on page 17. Would you expect each project to address all the goals (a-f)?

Answer: Yes.

2. Can DOH provide any guidance on what type of “outcome measures and evaluation criteria” they are seeking? (ref pg 5 of 20, #5.)

Answer: The Department of Health is looking for a measure of program results and tracking of the outcome from pilot projects.

3. Is the Supportive Housing Data Collection Tool available for review? (D. Objectives 6, page 5 of 20)

Answer: The Supportive Housing Data Collection Tool is not available yet (it will be available at time of contracting with awardees). However, it will contain information such as the recipient ID number, birth date, name etc.

4. Can letters of support be attached to the application?

Answer: Yes. However, it is not a requirement of the RFA.

5. In Section IA, in the first paragraph that describes the program, can you please define the age range that defines a “low-income, Medicaid-eligible senior”?

Answer: Age 65 and older.

6. How is homeless defined? If someone can’t leave a nursing home or hospital because their home is no longer an appropriate setting to their needs, are they homeless? If someone has to leave their home because it is not appropriate any longer (for example, can’t navigate stairs), is that homeless? RFA Citation: IV. Project Narrative/Work Plan Outcomes: D

Answer: Yes, both of those scenarios would qualify.

Scope and Content of the Project

7. What number or range of individual seniors should a successful proposal serve through the project?

Answer: There is no specific range mandated.

8. Is there an anticipated or preferred percentage, or minimum amount, of funding under each applicant’s budget to be for capital improvements versus other (outreach, in-reach, and supportive services)?

Answer: No. Justifications for each cost should be submitted in the budget of your RFA application.

9. Given that there have been steady decreases to the availability of Access to Home and RESTORE funds in NYS that provide for accessibility improvements, is this RFA a replacement?

Answer: No, this program is not a replacement of current programs such as Access to Homes or RESTORE funds program.

10. The RFA describes senior supportive housing services project as the pairing of capital assistance and supportive services “within existing senior housing communities”, and later

refers to outreach in the community. Can you clarify whether funding under this RFA can be used for services including capital (accessibility) within a senior's home in the community (i.e. rental or personally-owned home)? Or whether it is reserved for accessibility projects in congregate senior housing settings? (Ref Intro A, page 3 of 20, then D. Objectives 4, page 4 of 20)

Answer: Funds for accessibility should be used in current HUD senior housing as well as other senior housing units. This does not include personally owned homes.

11. Are there specific criteria that DOH would use to determine that someone is at risk of nursing home placement?

Answer: No.

12. On page 4 of the RFA, under D. Objectives of the Program, Objective #1 states: 'Develop an innovative, high quality model to increase accessibility within existing HUD senior housing units as well as other senior housing units.' Can you clarify 'other senior housing units'?

Answer: The term "other senior housing units" refers to senior housing that is not HUD funded.

13. On page 17 of the RFA, under 4. Project Narrative, c. states 'Modify housing units (through subcontracts)...' Can you clarify the subcontracting process? Can we work exclusively with a small pool of contractors or is it open bidding? Must we follow rules of Medicaid bidding?

Answer: Please refer to RFA Attachment 1, page 16, Section B of the "Master Contract for Grants - Standard Terms and Conditions" regarding subcontracting.

14. How is this related to FIDA or NHTD?

Answer: This RFA is for low-income Medicaid eligible seniors and is not directly related to FIDA or NHTD.

15. Can clients served through this funding be dually-enrolled in both Medicaid and Medicare, or is it limited to clients enrolled only in Medicaid?

Answer: Yes, participants can be dually eligible for Medicaid and Medicare.

16. Can an agency submit two separate proposals targeting different populations /strategies?

Answer: Yes.

Eligibility

17. Can a building in development be eligible?

Answer: If it is a senior housing building that will be complete by the start of the contract period for this award then yes. If it cannot be guaranteed that it will be completed by this date, then no.

18. Can a building that will only house seniors (a HUD 202) be eligible for this?

Answer: Yes.

19. We operate supportive housing for adults, many of whom are aging in place. Can we apply for grant funds to support housing programs that integrate adults and seniors that are not specifically designated for a senior population? (Refers to Section III – Who May Apply)

Answer: No, funds would not be able to be used on a non-senior population. The target population of this program is seniors and the program’s intent is to provide immediate assistance and increase units for low income, Medicaid eligible seniors.

20. In Section IA, in the first paragraph, the RFA references that this grant would serve eligible seniors in “existing senior housing communities”. Can you please tell us if a group of people that have aged in supportive housing and are now seniors would qualify as an “existing senior housing community”?

Answer: The goal of this RFA is to increase accessible housing for Medicaid-eligible seniors and allow them to live independently with the assistance of support services. Please refer to pages 3 and 4 of the RFA to see if your population is eligible.

21. Can two related not-for-profit organizations (same Board of Directors, but separate entities), one being a USDA funded low income senior housing and the other a service provider, apply for the funds as co-applicants with the housing provider accepting the capital funds and the service provider accepting the service related funds?

Answer: Yes, co-applicants will be accepted but, if awarded, the resulting contract must be in one entity’s name.

22. Can a senior low income housing tax credit projects with Medicaid qualified residents that has a not-for-profit partner and has direct experience providing housing and/or supportive housing services to the target population apply for the Senior Supportive Housing Services program grant?

Answer: Yes.

23. For the purposes of eligibility to apply for grant funding, can adult care facilities apply? RFA Citation: III. Who May Apply, minimum and preferred eligibility requirements.

Answer: Yes, as long as the adult care facility is eligible under the RFA requirements on page 5, Section III, of the RFA.

Budgeting

24. Regarding Section 7 – Budget, item g – funding requested for administrative and management costs should adhere to the guidelines: “Funds requested may NOT be used to supplant resources supporting existing services or activities.”

We are interested in applying for this grant – currently we are supporting activities, but our funding is stretched and as we keep funding services our reserves are dwindling.....we want to support our current activities, but it’s getting harder every year. Would we still be able to apply for this grant – to continue and possibly add services that we are doing now for our tenants at our Senior and Disable Person Hi-Rise, so we can save our reserves for the upkeep of our Hi-Rise?

Answer: Activities proposed in your application must be distinct from and clearly in addition to current activities provided.

25. Can we use the funding to purchase a building or apartment units designated for senior housing?

Answer: No. Please refer to page 4 of the RFA, Objective 1.

26. Can 100% of the funding go towards services or would there need to be some mix?

Answer: Applicants should address all of the objectives outlined on page 4 of the RFA.

27. Must capital dollars, funded by the grant and used for universal design modifications, be at prevailing wage rates?

Answer: Please refer to RFA Attachment 1, Section Q., Page 25 of the “Master Contract for Grants - Standard Terms and Conditions”.

Post Award

28. How quickly would programs have to begin working with the population and spending the money once grant is awarded?

Answer: The anticipated contract start date is July 1st, 2014 and funds must be spent within their funding year. Refer to the modifications at the beginning of this Q&A document.

29. What process will the Department undertake, both during the application review process, as well as ongoing monitoring of awardees, to ensure that the services proposed to be provided, as well as the services actually provided, to seniors in unlicensed settings are not services which require Adult Care Facility, Assisted Living Residence, and/or Assisted Living Program licensure (e.g. case management or supervision)?

Answer: This program targets Medicaid eligible individuals that are able to and choose to live independently with the help of unit modifications and support services. For the pre-award review process, please refer to the “Project Narrative/Work Plan Outcomes” on page 6 as well as the “General Specifications” on page 14. Regarding monitoring post-award, please refer to the “Master Contract for Grants – Standard Terms and Conditions” in the RFA. Further reporting and monitoring requirements will be contained in the executed contract with awardees.

30. Do successful applicants need to adhere to prevailing wage requirements?
RFA Citation: Grant Contract, IV. ADDITIONAL CONTRACTOR OBLIGATIONS, REPRESENTATIONS AND WARRANTIES.

Answer: Please see the answer to Question 27.