

On 28 October 2016 the EOHHS had an open RFP TA session for the 2017 Ryan White Part B RFP during the hours of 1:00 PM to 3:00PM. There were some questions and requests of RFP TA participants at that session. They are listed below:

1. REQUEST:

The request was made that EOHHS provide applicants with Word versions of the Templates. EOHHS agreed and will post those templates to the website (insert link to website here) on 31 October 4:30 pm.

2. REQUEST:

The request was made to provide applicants with the RI Monitoring Standards. EOHHS had previously posted these standards to the website which can be found at <http://www.eohhs.ri.gov/Portals/0/Uploads/Documents/universalmonitoringpartab.pdf>

3. REQUEST:

The request was made to provide proposal reviewers with some background information regarding agencies. EOHHS agreed however, EOHHS will not advocate/promote for any specific agency(s). Materials will be made available for both review sessions on 5 January and 6 January.

4. Q: "If an agency already provides services that are on the list as required services, and are adequately funded by other means, can that agency demonstrate this in the application and thus, do not need to apply for Part B funds for that service?"

A: "Yes, those services which are adequately provided for must be effectively described in the RFP."

5. Q: "How is Worksheet 3 to be completed when partnering with other agencies to provide service?"

A: "Agencies must obtain this information from their partner agency then, in turn report estimates of total patients served to EOHHS in its entirety."

6. Q: "When partnering with other agencies, is one budget supposed to be submitted, or does the agency actually providing the service also have to submit a budget with an estimation of patients?"

A: "Whomever agencies subcontract with should be inserted as a line item in the budget and the relationship between the agencies explained in a narrative."

7. Q: "If partnering with another agency, how will monthly encounter reporting and quarterly performance measure reporting work?"

A: "Agencies must obtain this information from their subcontractors then, in turn report to EOHHS in its entirety."

8. Q: "If budgets consist of personnel, is the accounting system required to track Part B clients/patients?"

A: "No, however, agencies must have a data system in place complementary to CAREWare to report accurately the number of clients served by service category."

9. Q: “Is medical case management your only opportunity to work in the prison system?”
A: “No, but a very limited scope of services may be available to inmates. For example, discharge planning is acceptable. Applicants should explore different avenues not yet discovered and pay particular attention to the Rhode Island Ryan White Guidance For Part B Contractors located at <http://www.eohhs.ri.gov/Portals/0/Uploads/Documents/RI%20Ryan%20White%20Guidance.pdf>.”
10. Q: “Are funds available to publicize Ryan White allowable services and eligibility criteria? EOHHS responded by explaining applicants must focus on what is allowable. According to the Rhode Island Ryan White Guidance For Part B Contractors Page 12 letter R, “broad-scope awareness activities about HIV services which target the general public” are unallowable. This guidance is located at <http://www.eohhs.ri.gov/Portals/0/Uploads/Documents/RI%20Ryan%20White%20Guidance.pdf>. Other useful resources on what is and is not allowable are the HRSA National monitoring standards located at <http://www.eohhs.ri.gov/Portals/0/Uploads/Documents/universalmonitoringpartab.pdf> and the 2 CFR Part 230 (OMB Circular A-122) located at https://www.whitehouse.gov/sites/default/files/omb/fedreg/2005/083105_a122.pdf EOHHS also mentioned they can work with agencies to determine specific needs associated with client information on a case by case basis.”
11. Q: “If funds are available to publicize Ryan White, is this considered part of the 10% cap?”
A: Yes.
12. Q: “Do we know the amount of money this proposal is for?”
A: “EOHHS stated while there is no funding amount in the RFP agencies must be realistic and consider the needs of clients. That is why agency needs assessments are critical and when estimating costs be realistic and efficient in proposing additional services.”
13. Q: “Do budgets need to be submitted for fiscal years two and three?”
A: “No, only year one budget needs to be submitted.”