



Amendment #2

Request for Proposals (RFP) No. 2022IHCBS001

In-Home Community Based Services (IHCBS)

Questions and Answers

Q1: How many referrals from MDCPS can the grantee expect per 12-month term? Or can the grantee specify how many referrals/families they are capable to serve in the 12-month term?

A1: The average number of referrals for intensive in-home services has been approximately 652 in the last six months. We expect that number to increase, and the number of referrals per grantee would depend on how many grantees are awarded the contract. The grantee can indicate how many families that they can serve for this time frame.

Q2: Can the grantee specify in the proposal the regions they are capable of providing services in? Or is it expected that the grantee provides services to all 82 counties?

A2: Yes, the grantee can project how many counties that they can possibly serve. The goal is to have coverage in all 82 counties, and this may be accomplished by several grantees.

Q3: Will the record keeping system be at the expense of the grantee, or will the selected provider be granted access to MACWIS for documenting/reporting?

A3: The grantee will be responsible for record keeping and documentation. If the grantee's system is compatible to MACWIS, this could be one way that documentation and reporting could possibly be done as an upload to the system.

Q4: The Request for Proposals outlines "home visits" to be conducted in the participant's home or at daycare. Are there other settings that MDCPS will accept for these encounters? (ex. At MDCPS Offices, the office of the Grantee)

A4: Yes, other sites can be considered depending on the needs of the family.

Q5: Are there COVID precautions in place for Home Visits? Or are COVID precautions at the discretion of the grantee?

A5: MDCPS has protocols for home visits; however, it would be up to the grantee as to how they proceed with COVID regulations.

Q6: Under Program Structure there are 5 Program Sections Outlined: (1) Parenting and Support Programs (2) Homeless Families Programs (3) Home Visiting Programs (4) Counseling & Mentoring Program (5) Substance Abuse for Youth and Adults. Can the applicant identify which sections they desire to provide services within the proposal contact? Or are applicants expected to provide services in all 5 Program Types outlined

A6: Each grantee can propose which services they can provide within the 5 that are outlined.

Q7: The Request for Proposals note the allocation of Emergency Assistance (rental deposits, utility deposits. Etc). Should Emergency assistance aid be configured into the budget narrative of the grantee?

A7: It would be recommended to include a set amount of emergency assistance for each family in the budget.

Q8: I consulted with a CPA to review Section #5 Financial Component (A. Financial Stability) to ensure my compliance with said section. My CPA reports that if an applicant has never applied/received a grant before, there would be no need to conduct an audit. Furthermore, he noted the 5th paragraph in that section that states *“Non-Federal entities that expend less than \$750, 000 a year in Federal awards are exempt from Federal audit requirements for that year, but records shall be available for review or audit by appropriate officials ...”*

Would a filed Business Tax Return for 2021, would be sufficient documentation to provide as verification of financial stability? Please advise.

A8: Yes. Please provide tax returns, income statements, balance sheets, and any other financial documentation that can help evaluators know the financial stability of your company.

Q9: Can Project CARE allow families other than those that reside in Oktibbeha County to participate in their virtual services?

A9: Yes.

Q10: Are all printed materials required to be sent to MDHS for approval?

A10: No.

Q11: What are the trainings referred to on page 7, bullet point 5. Who are these trainings for?

A11: These trainings are possible for any new or current documentation changes. Example: Smartsheet. Additionally, subgrantees may be made aware of child abuse and neglect prevention trainings to enhance equitable services for all populations.

Q12: Is working with foster parents, parents with a CPS Case, or Anger Management Services considered tertiary services? Can either Project CARE or Families Strengthening Families provide these services?

A12: No to foster parents, No to CPS open case, and yes to anger management. Yes, either Project CARE or Families Strengthening Families can provide these services.

Q13: Would Project CARE be able to purchase diapers, wipes, and car seats to distribute to those in need in the community?

A13: Yes. All documentation is required.

Q14: Will MDCPS be referring clients to us as mentioned on page 7? Can you please elaborate on this?

A14: MDCPS may refer clients to services that are available in the counties that is being served by the subgrantee.

Q15: Will the funding source be state or federal funds?

A15: Federal Funds

Q16: How do we determine the amount of funding we can apply for?

A16: We are looking to award at least \$200,000 for each subgrantee.

Q17: Is there is a list of things that are NOT allowable costs so that we avoid adding them to our proposal?

A17: Purchase, construction, and major renovation are not an allowable activity or expenditure under this grant. However, please contact the Prevention Unit if you are unsure for clarity.

Q18: No match is mentioned in the Request for Proposal. Is match expected or required?

A18: No.

Q19: No funding ceiling is mentioned in the Request for Proposal. Is there a funding ceiling?

A19: Maximum \$250,000.

Please acknowledge receipt of Amendment One by completing and returning Acknowledgement of Amendment Form (Exhibit J) along with your proposal package no later than June 17, 2022, 12:00 p.m., CT.