



Questions for RFP No. 2024SILG001 - Supervised Independent Living

No.	RFP Section, Page Number	Question/ Request for Clarification
1	1.1.1 Timeline, Page 3	<p>Since the RFP was released immediately before a holiday weekend, would CPS consider moving the Proposal Submission Deadline to April 25 or April 30 to give agencies more time to respond? Due to funding guidelines, no additional time can be granted.</p>
2	1.9 Type of Contract and Payment for Service, Page 6.	<p>In Chapter 3 of the MDCPS Policy and Procedures Subgrant Manual (page 9), the manual states, "Subgrantees holding and administering an MDCPS subgrant shall satisfactorily complete any MDCPS required training related to MDCPS policy, and Federal and State regulations". Will MDCPS be providing such training to subgrantees either before or shortly after awards have been granted? Yes If so, is there a scheduled date for such training? There is not a scheduled date, however, MDCPS will coordinate with selected providers to attend any necessary training.</p>
3	2.1.2 Definitions/ Approved Placement Settings, Page 8.	<p>The three approved placement settings all contain the phrase "or be paired with case management and supportive services provided by an approved agency". Does the 'or' in this phrase indicate that other placement settings than the ones listed may be used as approved placement settings with case management and supportive services by an approved agency OR does it mean that case management and supportive services must be provided at each approved placement setting OR something else? Case management and supportive services must be provided at each approved placement setting.</p>
4	2.1.2 Definitions/ Approved Placement Settings, Page 8.	<p>According to the definitions of Approved Placement Settings, would an independent house located 100 yards, isolated from other programming on a campus, qualify as a shared house setting, provided that this independent house has its own unique address and separate entrance? Yes</p>

5	2.1.2 Definitions/ Approved Placement Settings, Page 8.	<p>May residents in a Supervised Independent Living (SIL) Approved Placement Setting have a roommate? Yes, if approved by MDCPS, and youth are in agreement with the housing plan.</p> <p>If yes, does this roommate need to also be in the Supervised Independent Living program? Yes</p>
6	2.1.2 Definitions/ Approved Placement Settings, Page 8.	<p>May residents residing in a Supervised Independent Living Approved Placement Setting reside in a Shared House Setting with people who are not in the Supervised Independent Living program (e.g., resident assistant or caretaker). From the examples given, yes, as long as other residents are staff members.</p>
7	2.1.2 Definitions/ Approved Placement Settings, Page 8.	<p>May the cost (rent, utilities) for any Approval Placement Setting used to house SIL residents be included in the RFP Budget Narrative as an expense? Yes, however, there should be supportive documents for cost associated with these expenses. Examples include cost allocation plan, cost analysis, area rent/utility study. MDCPS may/may not fund full cost of these expenses.</p>
8	2.1.2 Definitions/ Approved Placement Settings, Page 8.	<p>Are subgrantee recipients responsible for providing food for SIL participants? Yes, if the provider provides food for other youth in the same/similar placement setting that are not participating in SIL. If so, may the cost of food be included in the RFP Budget Narrative as an expense? Yes, however, there should be supportive documents for cost associated with these expenses. Examples include cost allocation plan, cost analysis, etc. MDCPS may/may not fund full cost of these expenses.</p>
9	2.2 Scope of Services/ Core Service Components, page 9.	<p>At the time of the issue date of this RFP (March 28,2024), how many MDCPS youth qualify for this RFP as defined in bullet point one? How many statewide? There are currently 171 youth 18 and older that may potentially meet eligibility criteria mentioned in Bullet 1 of Section 2.2 How many per MDCPS region? Service Area 1=25, Service Area 2=16, Service Area 3=47. Service Area 4=17, Service Area 5=12, Service Area 6=22, Service Area 7=32.</p>

10	2.2 Scope of Service/ Youth Engagement, page 9.	<p>The last sentence of this paragraph states, "Should youth not appear interested in participating in the Supervised Independent Living Core Service Component, the provider should engage youth in "unpacking the No". Does the reference to youth not appearing interested in participating refer to youth who are not interested in the Core Services upon entry in the program, or does it refer to youth, who upon entry in the program, are no longer interested in Core Services? This refers to youth who after entry into the program no longer wish to participate in Core Services. In other words, will MDCPS refer residents to SIL who explicitly state they are not interested in Core Services prior to admission? MDCPS will not refer youth who explicitly state that they are not interested in Core Services prior to admission.</p>
11	2.2 Scope of Service/ Youth Engagement, page 9.	<p>What does 'unpacking the No' refer to? Is this a formal training/ method or a generalized statement? If the former, where can this training/ method be found? There is no required formal training for "unpacking the No". This is a general statement. Please see also answer to question 10.</p>
12	2.3, page 12	<p>The second sentence states, "Subgrantee must provide at least one access point for each region or document how they will provide outreach and services statewide". Would an agency who has a centralized location who serves SIL youth across the state (all regions) remotely via phone, internet, virtual meetings, etc. qualify as meeting this requirement? At a minimum, a provider should have a staff member located in the service area for outreach and in-person engagement.</p>
13	2.3, page 12	<p>This section uses subgrantee in the singular, while other sections of this RFP use subgrantee(s) in the possible plural. Ideally, is CPS seeing one subgrantee to fulfill this RFP, or is there a desire for more than one subgrantee? MDCPS may opt to select more than one provider. Preferences will be given to provider(s) as outlines in Section 2.1 Purpose.</p>
14	RFP Section 2.1.2 Definitions, Page No. 8	<p>Could you please clarify under Approved Placement Settings--Shared House Setting (not on a residential campus) and what that means in more detail? A shared house setting involves a youth having a separate bedroom (or roommate if approved by MDCPS) but sharing common areas. More specifically, would a 2 bedroom 3 bath independent living house with the potential of double occupancy in each bedroom (max capacity 4 young adults per shared house) located on the same property in</p>

		proximity to a residential campus, but completely stand-alone house--independent, and separate from the rest of the residential campus still be considered an “approved placement setting?” Yes
15	RFP Section 2.2 Scope of Services Core Service Components, Page No. 9	Could you please clarify the age requirement of 18? A Youth 18 in MDCPS custody. Would there be the possibility of an exception for youth who are 17 to also receive these services? Not at this time.
16	4.1.8, Pg. 14	Is the Program Supervisor position that oversees, insures, and is required for fidelity to the evidenced-based model detailed in our proposals considered an administrative position? Based on the example, this position does not appear to be an administrative position, however, MDCPS will make any final determinations or decisions regarding questions of this nature after the RFP evaluation process has been completed.
17	4.1.8, Pg 14	Seems to be an error/ typo. Please clarify or correct the bolded print regarding justification. Clarification: A justification is required when the proposed budget narrative exceeds 10% of the total estimated cost for administrative expenses. Indirect/administrative costs cannot exceed over 10% of the total project budget. Grantees will be required to document and justify all expenses listed under indirect/administrative cost 1) Personnel expenses related to staff not directly supporting the project 2) Fringe 3) Insurance 4) Supplies
18	1.9, Pg 6	What is the funding ceiling amount? A funding ceiling amount has not been established. Please provide the best estimate of the cost required to deliver the service.
19	None	How many youth do you expect to refer to SILP? Please see answer to question 9.

20	None	What are the youth's requirements from MDCPS to qualify for SILPs? MDCPS is still determining these requirements and will be relayed to selected provider(s).
21	2.1.2, Pg 8	Please define Single Room Occupancy. A single room occupancy refers to an individual having a separate bedroom but sharing common areas.
22	Attachment N, Pg 60	Do we include attachments M, P, and Q? They are not listed on attachment N. If required, where do they go? Attachments P and Q are components of the sample contract agreement and will only be necessary if the contract is awarded. However, Attachment M should be included as part of the proposal in Section C.
23	2.2.1 Approved Placement Settings, page 8	In the past, MDCPS approved Apartment Placement Settings through the Independent Living Program in which a youth's rent, utilities, and sometimes food were paid for through the youth's per diem allocated by MDCPS. Will the SIL pay for youth's living arrangement similarly through the MDCPS per diem payment? If not, is it the SIL provider's responsibility to pay rent for youth (provided SIL youth likely do not have jobs yet)? Please see answer to Question 7.
24	2.2 Core Service Components, page 10	The ninth bullet notes that SIL providers will provide "Education on and assistance with connection to resources, insurance, etc. for and/or management of Physical Health, Developmental disabilities, Behavioral Health, or Serious Mental Illness (SMI) as needed." Should a SIL participant be in need of immediate acute hospitalization (homicidal, suicidal, or psychotic) and refuse to voluntarily admit themselves to a psychiatric hospital, what is MDCPS's plan for providing immediate care when the mental/ behavioral needs of a SIL participant exceeds the ability of a SIL provider to care for said resident and it is dangerous for the SIL/ others to have the SIL resident in need of hospitalization remain in programming? Note: current psychiatric hospitals require anyone over 18, regardless if they are in CPS custody or not, to voluntarily consent to treatment. Our question pertains to what happens if/when a SIL participant is in obvious need of psychiatric hospitalization (not being of sound mind) and they refuse to consent to treatment, given they are age 18 or above? Provider(s) should contact MDCPS immediately

		regarding any safety concerns for youth so that an action plan can be coordinated and put in place.
25	4.1.4 Proposal Format, page 13	To clarify, section 4.1.4 (attachment K) refers to references to contracts or projects similar to the responding agency performing similar services to the SIL scope of services either currently and/or in the past, NOT referring to references to individuals or organizations who helped a responding agency write this RFP. In other words, MDCPS is looking for references for services related to SIL, NOT references for individuals who help an agency write this RFP. Correct. The references provided should have a good understanding of the respondent's capabilities in the relevant areas outlined in the RFP.
26	2.1	The RFPs do not seem to require providers to be licensed. Are providers required to be a licensed placement and if so, what is the process to become a licensed placement as a service provider? Providers will be required to be licensed. MDCPS will work with any non-licensed entities to become licensed after providers are selected.
27	1.9	Please clarify fixed rate pricing format. Does this mean an overall budget amount for the grant period based on the costs of program at defined capacity? "Fixed rate" for the purpose of this RFP is defined as the MDCPS-approved total budget amount for the grant period.
28	1.9	What is the estimated turnaround time for monthly reimbursement? The goal is a 45-day turnaround from the time of invoice receipt.
29	2.2	"Providing transportation to youth as needed," does this include bus passes, and transportation stipends in addition to transportation support provided by staff? The proposer should include all program services they wish to provide in the budget narrative. This can include bus passes, transportation stipends, and mileage reimbursement for provider staff. MDCPS will not issue bus passes or transportation stipends to youth in the program.
30	2.2	For youth placed in apartments, is Master Leasing by the provider allowed, with youth receiving housing as a benefit of being in program? Yes
31	2.1.3 and 2.2	If youth have a desire to move to a different county to access additional opportunities than the county their case is open in, is that allowable under this contract? Yes-with the approval of MDCPS.

32	2.2	Are monthly living stipends to be included in the proposer's budget or will they be paid directly to youth from MDCPS? The proposer should include all program services they wish to provide in the budget narrative. This can include living stipends. MDCPS will not issue living stipends to youth in the program.
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