

GY 2024-2026 RWHAP NOFO

Questions & Answers

1. QUESTION: What is the NOFO Invitation Code?

RESPONSE: RWHAPGY24@

2. QUESTION: Will the Review Panel be in-person?

RESPONSE: Yes. The Review Panel meeting will be in-person. There will also be a virtual option available.

3. QUESTION: Are there instructions on how to access the attachments in SAMIS?

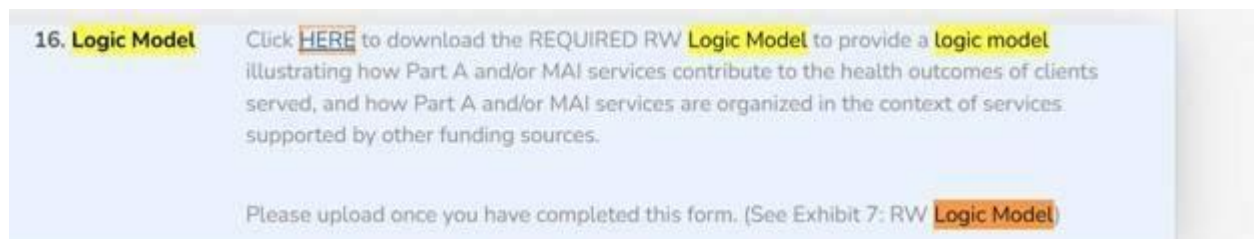
RESPONSE: All attachments are located within the RWHAP Application. In order to download the attachments, please click on "Download PDF". A drop down menu will appear with the following options, with attachments, without attachments, sections. Please review the screenshot below.



4. QUESTION: Please provide the original Funding Opportunity Number from the appropriate federal agency, as well as the CFDA Number for this opportunity.

RESPONSE: Funding Opportunity Number: HRSA-22-018
CFDA Number: 93.914 - HIV Emergency Relief Project Grants

5. QUESTION: For Question 16, in SAMIS the link to download the Logic Model is not working. It opens to a blank page in both Microsoft Edge and Chrome.



RESPONSE: The link for the Logic Model in SAMIS has been updated.

6. QUESTION: On page 5 of the RFP, it states that at least 75% must be expended for Core Medical Services. This is a directive from HRSA to Palm Beach. Does this mean that the budget we submit for the application also requires that 75% be allocated to Core Medical Services?

RESPONSE: No, the 75% expenditure for Core Medical Service requirement applies to the jurisdiction as a whole, not to individual Subrecipient proposers. The allocation amounts for each service category approved by the HIV CARE Council have taken into consideration this requirement.

7. QUESTION: Exhibit 4: Proposal Submission Checklist requests Table of All Proposer's HIV Funding. Is there further information on how this should be presented? We did not see any other reference in the NOFO re HIV Funding.

RESPONSE: This item on the Proposal Submission Checklist is referencing question #17 in the HIV Services Overview section of the NOFO, which guides:

“A table of the organization's total agency budget for HIV-related services from all funding sources. This includes federal funding for HIV prevention and patient care services, other sources of state and local funding, and program income (third party reimbursements, sliding fee scale, 340B revenue, etc.).”

8. QUESTION: For question 48 on page 39 is it possible to increase the number of characters from 3,000 to 5,000 to align with the NCMCM (questions 52, 53), MCM (questions 54,55) and EIS (questions 56, 57 on page 40)?

RESPONSE: The number of characters has been increased from 3,000 to 5,000 for question #48.

9. QUESTION: Are MAI services limited to individuals who meet the above three criteria?

RESPONSE: Yes

10. QUESTION: Do the three criteria overlap?

RESPONSE: A client may qualify for MAI services so long as AT LEAST ONE of the above criteria are met. A client DOES NOT have to meet all three criteria to receive MAI services.

11. QUESTION: Can you please clarify what populations are eligible to receive MAI services under this NOFO?

RESPONSE: Clients that identify as a racial/ethnic minority group (Black/African American, Hispanic) AND also meet at least one of the above criteria may receive MAI services.

12. QUESTION: Can you please confirm how many individuals you are aiming to serve under the Mental Health Service Part A Funding Allocation?

Response: The number of unduplicated persons to be served and the number of units provided

are components of the proposal submitted by each proposer. Average cost/person, average cost/unit, unduplicated persons served, etc. from previous years can be found in Annual Data Presentations posted on our website.

13. QUESTION: Please provide clarification on the Performance Improvement Plan question in the general information section and question 11. Corrective Action. They seem to be similar questions or do they just have overlapping elements?

RESPONSE: A Performance Improvement Plan may include, but is not limited to Corrective Action. Question 11 asks specifically about Corrective Action by the Palm Beach County Community Services Department, whereas the question in the general information session more broadly asks how the agency responds to performance improvements plans from any and all entities that have an oversight authority to the agency such as funders, third party payers, inspector general, auditors, etc.

14. QUESTION: The prompt for question four states using information from the GY21-24 NOFO Guidance document is this accurate? Shouldn't it be either GY21-23 or GY 24-26?

RESPONSE: The application has been updated to reflect the language below.

Describe the organization's knowledge, involvement and activities with the early identification of individuals with HIV/AIDS (EIIHA) efforts within Palm Beach County. This includes efforts to link clients who are aware of their HIV status to medical and support services, as well as any efforts to make people aware of their HIV status, particularly highlighting efforts prioritizing the populations described in **Sections I** and **Section III Linkage and Population** of this NOFO.

15. QUESTION: On the budget narrative, if we are only requesting to cover salary costs, are we required to submit budget amounts for the other cost categories if we are not requesting funding for them?

RESPONSE: You should be including all sources of funding that will be used to operate this program. If you are only requesting this grant to cover salaries, but another funder or program income will be covering operating costs or other items, those should be listed in the other columns.

16. QUESTION: Our agency has begun to enter the required information into SAMIS for this opportunity. There seems to be a glitch. When answering the questions for each service category, in the drop-down section for each service category, SAMIS requires a response for the questions specific to MCM, NMCM, MAI-MCM, MAI-NMCM, EIS, and MAI-EIS (questions 52-58) regardless of the service category for every entry. Also, SAMIS requires you to upload the Site Specific attachment for each service category. Please advise whether this is intentional or whether it is a SAMIS glitch.

RESPONSE: Please type N/A for questions that are not applicable.

17. QUESTION: On the budget narrative, there is a tab for "Non-Medical Case Management-Eligibility" and "Non-Medical Case Management-Supportive Services." There are not two NMCM categories indicated in the RFP document, and to my knowledge were these allocated

by the CARE Council as distinct sub-categories. Do we need to fill out both tabs?

RESPONSE: Correct, there is only one service category funded for NMCM, not specific for eligibility but for all supportive access needs. You only need to complete the Supportive Services tab for NMCM services. Please refer to the service categories defined in the guidance document for detailed descriptions.

18. **QUESTION:** The attached template for the “Budget Summary” tab formula does not appear to be formatted correctly. It is not pulling all the data on the ‘Legal Services’ tab under the “Other Funding Source Amount”. Can someone please check the formulas?

RESPONSE: Please find an updated budget narrative document with 3 changes. First, there is only 1 NMCM tab now as those are no longer 2 separate programs in the NOFO. It was also discovered that certain items on the ‘Budget Summary’ tab under direct services were not being captured from the detail tabs for the 4 MAI items and Legal Services. In addition, wording updates were made to the total cell narrative boxes (Line 62) on each tab to update them to the program for that tab as they were copied in error previously and all read “AIDS Pharmaceutical Assistance”.

If you are unaffected by these change or made corrections on your versions as needed, you do not need to use this template and can submit the prior version in your response.

19. **QUESTION:** Does each service category for which we are applying need its own application, or does the break-down in the Application Cover Letter suffice? So, we should submit only ONE application for all service categories.

RESPONSE: One application is submitted to include all requirements in the guidance and in the SAMIS system. You will include descriptions for each of the service category(ies) you are proposing to provide, answer any related questions for the services you are proposing, and ensure all budgets/implementation plans/other attachments are included to represent any service proposal. Please review the Pre-Proposal Conference recording/presentation on the website for additional details.