

RESPONSES TO QUESTIONS FOR
RFP # 1080 FAMILY OPPORTUNITY CENTERS (FOC)

Please note: This Request for Proposals (RFP) has been amended on 8/18/2022. The deadline for submission of proposals has also been extended. Please refer to Section 1.2 Calendar of Events of the amended RFP document for additional information. Amendments to the RFP are made in bold red text and are noted in the Table of Contents.

General	
Q1	Are there currently any Family Opportunity Centers operating in New York State? If so, can you provide a list of those centers?
A1	No, this is a new OCFS initiative in collaboration with the State Education Department with input from the NYS Office of Mental Health and Office of Addiction Services and Supports.
Q2	Can you provide a link to a list of Family Opportunity Centers that are currently operating?
A2	There are no Family Opportunity Centers currently operating in New York State.
Q3	Can you provide a link to a list of Family Resource Centers that are currently operating?
A3	Family Resource Centers currently funded by OCFS can be found in the Compendium of Services at https://ocfs.ny.gov/directories/services.php .
Q4	Is the Bidder's Notice different than the Request for Proposals?
A4	The Bidder's Notice is used to highlight important information in the Request for Proposal but does not include everything that is included in the RFP. If there are any inconsistencies between the Bidder's Notice and the RFP, the RFP language will be the controlling document. Please read the RFP for all requirements.
Q5	How many awards are anticipated?
A5	OCFS expects to make between 13 and 20 awards under this RFP depending on the funding amounts being requested by the winning proposals that are selected for award.
Q6	If this funding is from the American Rescue Plan, will the funding be available for future years?
A6	Funding beyond the initial term of awards made under this RFP will be contingent on the availability of funds from future state and federal budget appropriations.
Q7	Is there a recording of the Bidder's Webinar?
A7	The Bidder's Webinar was not recorded; however, the slides are available for download here: https://ocfs.ny.gov/main/contracts/funding/ .
Q8	What is the requirement for a proposed sustainability plan post award phase?
A8	Applicants are encouraged to develop sustainability plans, but they are not a requirement under this RFP.
Q9	Who will be reviewing and scoring proposals?
A9	Review teams are comprised of OCFS, SED, and Prevent Child Abuse New York staff.
Q10	What date are RFPs (proposals) due?

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A10	OCFS is extending the submission deadline for all applicants to allow more time for the completion and submission of proposals. Please refer to section 1.2 Calendar of Events of the amended RFP to see the new submission deadline.
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Grants Gateway	
Q11	Do school district applicants need to register in Grants Gateway?
A11	Yes, organizations must be registered in the Grants Gateway to apply for New York State grants. Please refer to sections 1.5 and 5.5 of the RFP for instructions and submission requirements.
Q12	Do BOCES applicants need to register in Grants Gateway?
A12	Yes, organizations must be registered in the Grants Gateway to apply for New York State grants. Please refer to sections 1.5 and 5.5 of the RFP for instructions and submission requirements.
Q13	I was not able to locate a page limit, but there are quite a few attachments required. Do you have page limitations?
A13	No, there are no page limitations. However, per RFP Section 5.4, all questions in the Grants Gateway with an upload slot will only allow one document to be uploaded per question. Multiple documents should be combined into ONE SINGLE FILE no larger than 10MB in size. If this is not possible, it is permissible to submit additional uploads to the "Grantee Document Folder".
Q14	With no page limitation, can you offer an expectation of length / level of detail in project proposal?
A14	Scores are determined by the completeness of responses to the questions asked in Grants Gateway. Applicants are encouraged to focus on the question without extraneous information. See Section 5.1 of the RFP for additional information. Per RFP Section 5.4, if any responses to individual questions exceed the 4000-character limit, please enter "See Attached Upload" in the text field for the response to that question, attach, and upload your complete and clearly labeled response (in both the document filename and on the document itself) to the "Grantee Document Folder" in your online application.

Minimum Qualifications/Eligibility	
Q15	My reading of the RFP is that NYC and Westchester communities are outside of the geographic scope for awards to nonprofit providers (not school districts). But I would like to ensure I am correct: Are proposals being sought for a Family Opportunity Center in either NYC or Westchester?
A15	Yes. Applicants that are school districts listed on Attachment 9, including those in NYC, are eligible for funding in NYC. Any applicants that meet the Minimum Qualifications in section 3.1 can propose a FOC to serve Westchester County.
Q16	The RFP p. 18 describes the Westchester Region as "Long Island/Lower Hudson Valley." Are providers for the Westchester Region, such as Westchester County, expected to provide services to Long Island as well?
A16	No, applicants can propose to serve any county/service area listed in Section 2.3 and are not required to serve additional areas/counties within a region.

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Q17	We are a New York City based community behavioral healthcare non-profit provider and we have programs and services inclusive of an Article 31 Clinic. Can you please help clarify our eligibility based on the requirements, per part 3.1 Minimum Qualifications?
A17	Applicants that propose to serve families in any of the 57 counties outside of NYC and meet all minimum qualifications in Section 3.1 Minimum Qualifications are eligible to receive OCFS/CBCAP funds. The NYC entities eligible for funding under this RFP are only school districts that are listed on Attachment 9.
Q18	For the FOC grant, school districts can choose to go for the CBCAP funding AND/OR the NYSED funding, correct? Do they <u>have</u> to go for the CBCAP funding in order to then go for the NYSED funding?
A18	No to both questions. Applicants are applying to open an FOC; they are not specifying the funding source. OCFS will determine the funding source based upon the eligibility of the applicant, location of the project, population proposed to be served, and availability of funding. Please refer to RFP Section 2.3 Purpose and Funding Availability and RFP Section 3.1 Minimum Qualifications for additional information regarding eligibility for OCFS/CBCAP and NYSED funding.
Q19	a) On page 21 - item 2, it reads/looks like the FOC has to serve the <u>entire</u> county? b) If a school district opens a new FOC, can they just serve students/families that reside in their school district boundaries? c) Or must they serve anyone in the county?
A19	a) No, applicants may propose to serve all or any part of a county. b) Yes, school districts can just serve students/families that reside within the school district boundaries regardless of their county of residence. c) School districts do not have to serve the entire county, but they may choose to.
Q20	We understand that a local school district that has a 2019-20 economically disadvantaged rate above the state average and is proposing to start an FOC program to serve middle and high school students can apply for up to \$200,000 in NYSED funding. But can that district also apply for the OCFS funding?
A20	OCFS will determine the funding source based upon the eligibility of the applicant, population proposed to be served, and availability of funding. Please refer to RFP Section 2.3 Purpose and Funding Availability and RFP Section 3.1 Minimum Qualifications for additional information regarding eligibility for OCFS/CBCAP and NYSED funding. Applicants that only meet the minimum qualification for OCFS funding will be considered for that funding only. Applicants that meet the minimum qualifications for both funding sources will be considered for both sets of funding. However, an awardee will only be awarded OCFS/CBCAP or SED funds, but not both.
Q21	Is a community-based organization located in a NYC school district whose 2019-20 economically disadvantaged student rate is above the State average (55.6%), eligible to apply for funding for a Family Opportunity Center?

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A21	No, only school districts listed on Attachment 9 that serve NYC are eligible for SED funding. Other applicants that propose to serve NYC are not eligible for funding.
Q22	You stated during the bidder's conference that existing Family Resource Centers are not eligible to apply to become a Family Opportunity Center. What if you operate FRCs in two municipalities within a county but would like to develop a Family Opportunity Center in a third community which is a 45-minute drive from one FRC and a 25-minute drive to the other, could you still apply for that county's funding for a FOC in the third currently unserved community?
A22	Applicants are required to propose an FOC and include all of the required core components listed in Section 4.1 Desired Outcomes and Program Requirements and as many of the optional components as they choose. Agencies with FRCs are eligible for funding to start an FOC in one of the service areas identified Section 2.3 of the RFP if they are not already serving the same population and are not supplanting other sources of funding.
Q23	Section 2.3 Purpose and Funding Availability states that "Awards made under this RFP can be used for developing, operating, expanding, and enhancing community-based and prevention-focused programs and activities by starting a FOC program that...." and goes on to state "Through this solicitation, CBCAP federal funds are available to start new FOCs with the goal of strengthening families, reducing incident of child abuse and neglect, and avoiding foster care or other out-of-home placements." Our organization currently has six Family Resource Centers, not funded by OCFS. We are the only FRCs in the county and they meet most of the FOC criteria. We are wondering what the expectations for organizations like ours are and are a bit confused about the definition of FOC. Is FOC an entirely new model or would it be an addition/enhancement to an FRC? Would our FRC be expected to identify as a FOC in order to be considered? Based on the statements in 2.3, I'm not sure if our FRCs are expected to identify as a FOC or start a new FOC program within our FRC. On that note, is this RFP meant to create and establish new FOCs? Or new programs within FOCs?
A23	The FOC is an entirely new model and to be eligible for OCFS/CBCAP funding, applicants meeting the Section 3.1 Minimum Qualifications must propose a program that meets the Section 4.0 Program requirements. Yes, agencies with FRCs that are not currently funded by OCFS may apply to develop a new Family Opportunity Center, however a requirement of the federal CBCAP grant is that CBCAP funding cannot be used to supplant local or state funding, so they would need to serve a different county than they are currently serving. Currently operating FRCs are not expected to identify as an FOC.
Q24	If a BOCES is applying and its project will serve only districts listed on Attachment 9, can it apply for NYSED funding in addition to OCFS funding?

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A24	No. BOCES are not eligible to receive SED funding. BOCES are only eligible to apply for OCFS funding.
Q25	If a BOCES is applying and its project will include services for districts listed on Attachment 9, as well as districts not listed on Attachment 9, can it apply for NYSED funding in addition to OCFS funding?
A25	No. BOCES are not eligible to receive SED funding. BOCES are only eligible to apply for OCFS funding.
Q26	If an applicant will serve more than one county, how should it figure out the maximum funding to request? Use the highest maximum amount out of all the counties to be served (as listed on RFP page 18)? Add up all of the maximum request amounts for the counties to be served (as listed on page 18)? Something else?
A26	The maximum award would be the sum of the maximum award requests of the counties an applicant is proposing to serve in the chart in Section 2.3 Purpose and Funding Availability. However, OCFS does reserve the right to place a monetary cap on the funding amount made in each contract award per Section 1.7 OCFS Reserved Rights.
Q27	If a BOCES is applying, is it limited to applying for OCFS funds?
A27	Yes.
Q28	Do you have to serve K-12 or can you serve only families with young children (0-5)?
A28	Applicants for SED funding are required to serve middle or junior high school students and their families, which may include younger siblings. Applicants for OCFS funding can propose to serve families with children of any age that reside in the county(ies) and/or school district(s) proposed to be served.
Q29	For school districts interested in the NYSED funding, do they have to fulfill all FOC components (such as case management focusing on families with young children) even though the NYSED funding is focused on middle/junior high school students?
A29	All applicants are required to fulfill all FOC core components in Section 4.1 Desired Outcomes and Program Requirements and as many of the optional components as they choose.
Q30	As a BOCES are we applying on behalf of the districts that are eligible? For clarification. If we as a BOCES apply for SED funds on behalf of the 9 eligible districts - that is 1.8 million, if we use the County OCF its 400,000- what can we do?
A30	If a BOCES is applying as the lead agency, they would be applying on their own behalf for OCFS funding. BOCES are not eligible for SED funding. The annual maximum OCFS funded request per county can be found in Section 2.3 Purpose and Funding Availability. However, OCFS does reserve the right to place a monetary cap on the funding amount made in each contract award per Section 1.7 OCFS Reserved Rights. If a School District is using a BOCES as their grant writer, then each school district would need to apply as the applicant and apply separately. If the district is listed on the Attachment 9 and is located

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	outside of NYC, it would be eligible for both SED and OCFS funding but would not be awarded both SED and OCFS funds.
Q31	Can you clarify again the difference between NYSED and OCFS funding?
A31	The differences between who is eligible for NYSED and OCFS funding are outlined in the minimum eligibility requirements in Section 3.1 Minimum Qualifications and the maximum annual award amount. The OCFS funding is CBCAP and requires that applicants comply with the federal grant requirements. SED funding may be received by school districts on Attachment 9 that propose to serve middle and/or junior high school students and their families. Applicants proposing to serve families in another county (or counties) or school district outside of NYC are eligible for OCFS funding. School districts are limited to an award of \$200,000 per year, other organizations eligible for OCFS funding that propose to serve counties outside of NYC may apply for up to the maximum annual award amounts per county listed in the chart in RFP Section 2.3 Purpose and Funding Availability.
Q32	Is a not-for-profit corporation who is presently funded to operate a NYSOCFS FRC eligible to develop new FRCS?
A32	No, this grant opportunity only funds the new program model Family Opportunity Centers. Applicants meeting the Section 3.1 Minimum Qualifications must propose a program to serve a county they are not currently serving and meet the Section 4.1 Desired Outcomes and Program Requirements deliverables and as many of the optional components as they choose to be considered for award. Please refer to A22 for additional information.
Q33	Does a county have to have an FRC to apply?
A33	No.
Q34	Can funding enhance an existing FRC not funded through OCFS?
A34	No, applicants are required to propose a FOC and include all of the required core components in Section 4.1 Desired Outcomes and Program Requirements listed and as many of the optional components as they choose. Agencies with FRCs are eligible for funding to start an FOC in one of the service areas identified in Section 2.3 of the RFP if they are not already serving the same population and are not supplanting other sources of funding.
Q35	For the SED funding, does the focus include high school students, too? Not just middle school and junior high school students, correct?
A35	School districts that propose to serve middle and junior high school students and their families, including older and younger siblings, are eligible to receive SED funding. School districts that propose to serve only high school students, ages 0-5, or elementary students and their families are not eligible to receive SED funding.
Q36	If a county already has an FRC, would it be in a less competitive position to win funding for an FOC?
A36	No, all applications will be reviewed, and awards will be made based on the evaluation of each proposal to open an FOC in one of the counties listed in Section 2.3 against pre-defined evaluation criteria applied to all proposals.

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	Agencies with existing FRCs are not eligible for OCFS funding to serve the same county(ies). The funding under this RFP cannot be used to expand a current FRC or supplant other sources of funding.
Q37	As an organization, are we expected to partner with a specific school or schools to apply?
A37	Applicants are strongly encouraged to partner with the school district(s) within their service area. It is not a requirement. Applicants that demonstrate a partnership with a school/district or plan to develop such a partnership within their service area may receive higher scores on RFP Section 5.4 program-specific question D2, during the review and scoring of proposals.
Q38	Our organization runs FRCs NOT funded by OCFS. We are looking to fund new programs at the FRC....do we have to change the whole FRC model to FOC in order to be eligible? Or does our programming have to fall within the listed requirements?
A38	Applicants are required to propose an FOC and include all of the required core components listed in Section 4.1 Desired Outcomes and Program Requirements and as many of the optional components as they choose. Agencies with FRCs are eligible for funding to start an FOC in one of the service areas identified in Section 2.3 of the RFP if they are not already serving the same population and are not supplanting other sources of funding.
Q39	The LOC requirement from the school district may be prohibitive in places where school districts are notoriously difficult to access. Is this a requirement for submittal?
A39	Applicants are strongly encouraged to partner with the school district(s) within their service area. It is not a requirement. Applicants that demonstrate a partnership with a school/district or plan to develop such a partnership within their service area may receive extra consideration during review and scoring of proposals.

Service Population/Maximum Award	
Q40	In Section 2.3 there is a chart with the County, Region, and Max Request. I see that for Rockland, the Maximum Request = \$350,000. Is that per year or total for the three-year period?
A40	The maximum OCFS award amount chart in Section 2.3 Purpose and Funding Availability is the annual award amount. Awards made to school districts are all limited to \$200,000 per year.
Q41	If a school district applies for NYSED funding only, is it obligated to provide services to all individuals in the county where the school district is located? In other words, does a school district-run FOC have to serve students (and their families) who are not attending a middle or high school in the district?
A41	Applicants outside of NYC may propose to serve all or any part of a county. School districts can propose to serve only middle and junior high school students and their families that reside within the school district boundaries,

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	even if the district boundaries go across counties. School districts are not required to serve the entire county or counties that their district lines include.
Q42	If it specifies \$300,000 for a county is that per year, or for the three-year period?
A42	The maximum grant award amounts are a one-year amount.
Q43	Can you clarify the amount for one school district - is it \$200,000 or \$400,000 (Westchester County school district)?
A43	The maximum funded award is \$200,000 per year per school district regardless of the county a district is in, regardless of funding source.
Q44	Can you please clarify the geographic/county coverage for this RFP?
A44	Applicants in any of the 57 counties outside of NYC are eligible for OCFS funding and school districts on Attachment 9 outside of NYC are eligible for either SED funding or OCFS funding. School districts on Attachment 9 inside of NYC are eligible for SED funding only.
Q45	If an organization is applying for more than one county, do we use the total dollar amount allowed for each county for the one proposal i.e., \$250,000 and \$250,000 for each county so the ask would be \$500,000?
A45	Correct. However, OCFS does reserve the right to place a monetary cap on the funding amount made in each contract award per Section 1.7 OCFS Reserved Rights.
Q46	If you were to apply for more than one county, is it possible that you only receive funding for one of the counties and not all applied for?
A46	Applications that propose to serve more than one county will be considered in their entirety and if awarded a grant, will be for the entire proposal. An exception is if another proposal with a higher score was funded to serve a county included in a lower scoring multi-county proposal. In that case, the final award amount of the lower scoring multi-county proposal will be decreased to remove the proposed award amount for the duplicative county. OCFS does reserve the right to place a monetary cap on the funding amount made in each contract award per Section 1.7 OCFS Reserved Rights, to avoid duplicative coverage across the state.
Q47	If an LDSS and eligible school partner in an application, would they be eligible for both OCFS and SED combined funding? Or is the award from one or the other funding stream?
A47	Awards will be made from one funding stream or the other, but not both. The funding stream a proposal is eligible for is dependent on the lead agency who submits the application, the service area for the project, and the population they propose to serve. <ul style="list-style-type: none"> • If the lead agency submitting the proposal is a school district listed on the Attachment 9 inside of NYC and proposes to serve middle school or junior high school students and their families, then the proposal is eligible for SED funding. • If the lead agency submitting the proposal is a school district listed on Attachment 9, proposing to serve middle and/or junior high school

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	<p>students and their families outside of NYC the proposal is eligible for both SED and OCFS funding.</p> <ul style="list-style-type: none"> • If the lead agency submitting the proposal is a school district outside NYC that is or is not listed on Attachment 9 and is proposing to serve students and/or children of any age in the district and their families, they are eligible for OCFS funds. • If the lead agency submitting the proposal is not a school district and proposes to serve families with children of any age they are eligible for OCFS funding up to the maximum annual award amount for the county (or up to maximum total of counties) proposed to be served. <p>Please note: Awards made to school districts are limited to \$200,000 per year.</p>
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Program Requirements/Outcomes	
Q48	On page 26 Section 4.0 program requirements, 4.1 Desired Outcomes and Program Requirements, pp2 states “<i>only applications to start a new program will be considered</i>”. We are a Non-Profit CBO that currently runs a family resource center but receive no NYS funding to support it. We are looking to expand services in the existing center and start a 2nd center in a high need community. Since our primary center is an existing center, does this dis-qualify us from applying?
A48	No. A Non-Profit CBO that currently runs an FRC is eligible to submit a proposal to open an FOC in any of the counties listed in Section 2.3 if they include all of the required core components listed in Section 4.1 Desired Outcomes and Program Requirements and as many of the optional components as they choose. Agencies with FRCs are eligible for funding to start an FOC in one of the service areas identified Section 2.3 of the RFP if they are not already serving the same population and are not supplanting other sources of funding.
Q49	How will an FOC funded under the OCFS monies differ from one funded with NYSED monies? Is it simply that the NYSED-funded program would be aimed only at middle and high school students and their families?
A49	The primary difference is that FOCs funded under NYSED funding are required to serve middle or junior high school students and their families. High school and/or elementary students, or birth to 5 youth may receive services as a sibling of a middle or junior high school student under the NYSED-funded awards. FOCs outside of New York City funded with OCFS funding may serve families with children of any age.
Q50	Follow-up question to the previous question: If the NYSED-funded programs are, indeed, serving only middle and high school students and their families, will the school district applicant need to meet all of the required outcomes in attachment 3? And if not, what are the required outcomes?
A50	All funded projects will be required to meet all of the required outcomes on Attachment 3. <u>Please note:</u> NYSED funded projects must serve middle or junior high school students and their families. High school students, elementary or

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	birth to 5 youth may receive services as a sibling of a middle or junior high school student.
Q51	The RFP mentions Family Opportunity Centers as being an enhancement to Family Resource Centers. Can you explain what this means? Also, what is the difference between a Family Resource Center and a Family Opportunity Center?
A51	Family Opportunity Centers (FOC) are a new model that is an enhancement to the FRC model. FOCs have additional requirements that include using a well-supported, supported, or promising parenting curriculum in either the California Evidence-Based Clearinghouse for Child Welfare (CEBC) or Title IV-E Prevention Services Clearinghouse (IV-E) as identified in Attachment 6, be either co-located in or have a strong connection to a school, and set aside a portion of grant funds to meet families concrete needs and/or overcome barriers for families to access mental health and/or substance use disorder services. Additionally, FOCs must meet all of the Section 4.1, Desired Outcomes and Program Requirements and include as many of the optional services included in the RFP as desired. FOCs are also required to meet Performance Indicators (see Attachment 3 of the RFP) for improving student outcomes. The Family Resource Center model does not have these requirements. The purpose of this RFP is to fund only the new FOC model not the enhancement of currently operating FRCs. Grants awarded under this RFP cannot supplant any local or state funding.
Q52	The RFP mentions FOCs and FOC services. Is there a difference? For example, as described on page 29, an FOC seems like it needs to be in a specified space or building (with areas and furniture for adults, office space, etc.), while FOC services might be more focused on the actual services (such as providing mental health programming in a school district setting for middle and high school students). Please provide some guidance on this.
A52	FOC is an entity that provides a set of services. Some of the services take place in a physical space. The terms FOC and FOC services are sometimes used interchangeably. Proposals should address and describe both the services and where families will access the services. See Section 5.1, Technical Proposal Content/Work Plan for additional information.
Q53	Page 16 of the RFP indicates that “OCFS is seeking applicants who demonstrate a readiness to partner with other agencies, including LDSS, mental health and substance use disorder service providers, and local school districts to address community challenges that affect the safety and well-being of families....” Does this mean that if the applicant is a school district, it has to partner with another school district? If so, does that district have to be in the same county?
A53	No. An applicant school district is not required to partner with another school district.
Q54	Can you clarify what each type of applicant is required to do with Attachment 2? According to the Bidder’s Notice (page 2, item 5),

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	“Applicants must submit Letters of Commitment from the local school districts and other community partners, including domestic violence support services and substance abuse treatment providers they are proposing to partner with.” If a school district is the applicant, does it include a letter of support from itself?
A54	If the applicant is a school district, then an Attachment 2 letter of commitment from a school district is not required. School districts should submit Attachment 2 for the other community-based organizations that the school district is proposing to partner with as set forth in Section 3.1 Minimum Qualifications.
Q55	Also, in regard to Attachment 2, the instructions indicate that applicants must obtain affirmation of support from local school districts in each county the applicant proposes to serve? If an applicant is a school district, it is filling out Attachment 2 as itself? Or is the school district applicant required to get an affirmation of commitment from all school districts in the county where the project will take place?
A55	If the applicant is a school district, then an Attachment 2 letter of commitment from a school district is not required. School District applicants are not required to get letters of commitment from other school districts. School districts must submit Attachment 2 for the other community-based organizations that the school district is proposing to partner with and Attachment #1 for each county LDSS that is within district lines as set forth in Section 3.1 Minimum Qualifications.
Q56	In Attachment 2, the second bullet of the instructions say that the community partners will complete the information below? What if the applicant is a school district? Also, this instruction seems to go against the information in the Bidder’s Notice, which seems to indicate that all applicants (not just community partners) need to complete Attachment 2.
A56	If the applicant is a school district, then an Attachment 2 letter of commitment for a school district is not required. All applicants should attempt to get letters of commitments from providers/community partners that are providing services to the same service area/population to limit duplication of services/effort and develop partnerships to more efficiently provide services to families. See Section 3.1 Minimum Qualifications for additional information.
Q57	The recommended community collaborations on pages 29-30 (or even a portion of those listed) will take a significant amount of time to arrange if the partnerships are to be strong enough to meet the RFP’s goals, yet the grant deadline is the end of August. Would you consider extending the deadline to ensure applicants can create a high-quality project that has a good chance of success?
A57	The recommended community collaborations in Section 4.1 Desired Outcomes and Program Requirements, do not need to be fully developed at the time of application. The applications should identify possible community collaborations and speak to how the applicant will go about developing those collaborations. With that said, the answer to your question is yes. OCFS is extending the

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	submission deadline for all applicants to allow more time for the completion and submission of proposals. Please refer to section 1.2 Calendar of Events of the amended RFP to see the new submission deadline.
Q58	Page 35 of the RFP mentions staff becoming credentialed parenting educators. What credentials do parenting educators need to be part of the project? Do they need a certain degree?
A58	Please refer to the New York State Parenting Education Partnership website, https://nyspep.org/ , for the requirements for credentialed parenting educators.
Q59	Are all applicants (including school districts) required to meet all outcomes on Attachment 3?
A59	Yes, all applicants are required to meet all of the outcomes on Attachment 3.
Q60	What are the requirements for submitting a sustainability plan in this proposal?
A60	Applicants are encouraged to provide a sustainability plan in their proposals, but are not required to submit one.
Q61	For the Letters of Commitment using Attachment 2, A. is this required only for non-profits and public agencies (not for school districts)? B. Or is it for both (e.g. if a non-profit is the applicant, they get this letter signed by the school district(s)...and vice versa, if the school district is the applicant, they get Attachment 2 signed by all community partners)?
A61	A. No. B. Yes. Letters of Commitment, using Attachment 2, are required of all applicants. Applicants that are school districts are not required to submit a Letter of Commitment from themselves but should submit letters for community partners. NFP's must include letters of commitment from their school district and other local community service partners.
Q62	When you say "implement a FOC" does this mean a FRC must change their overall model to that of a FOC? We have already-existing FRCs with various programs.
A62	Applicants are required to propose an FOC and include all of the required core components listed in Section 4.1 Desired Outcomes and Program Requirements and as many of the optional components as they choose. Agencies with FRCs are eligible for funding to start an FOC in one of the service areas identified in Section 2.3 of the RFP if they are not already serving the same population and are not supplanting other sources of funding.
Q63	If interventions are in the California Clearinghouse and the Preventive Services IV-E lists as promising, but are not in Attachment 6, can they be proposed?
A63	No, only interventions listed on Attachment 6 proposed will be considered for funding.
Q64	This seems to duplicate the FRC so why can't an existing FRC apply to help with continuing an FRC instead of creating another service that is duplicating one that already exists?
A64	Applicants are required to propose an FOC and include all of the required core components listed in Section 4.1 Desired Outcomes and Program

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	Requirements and as many of the optional components as they choose. Agencies with FRCs are eligible for funding to start an FOC in one of the service areas identified in Section 2.3 of the RFP if they are not already serving the same population and are not supplanting other sources of funding.
Q65	Is Parent Child Plus a permissible curriculum? It is not on attachment 6, however, it is on the California clearing house website.
A65	Only curriculum/models listed on Attachment 6 are permissible.
Q66	If we are the LDSS what do we just use n/a in place of the LDSS commitment form? Or leave it blank? (Attachment 1)
A66	Applicants that are LDSSs are not required to submit a LDSS commitment form (Attachment 1).

Proposal Content	
Q67	Just clarifying: Attachment 5 (Work Plan) is not required to be uploaded as part of the application process, correct?
A67	Yes, Attachment 5 (Work Plan) is not required to be uploaded. It is provided as an optional reference document to help applicants develop answers to questions in this RFP and cut and paste content from the attachment into the NYS Grants Gateway in the corresponding "Program Specific Questions" section.

Budget	
Q68	What kind of diversity goals will you have for this grant in terms of purchasing medical equipment and supplies for these programs?
A68	The MWBE/SDVOB requirements are in RFP Sections 7.10 and 7.11. The default statewide goals do not apply to this procurement, however OCFS strongly encourages MWBE participation and the utilization of certified SDVOBs wherever possible. Contractors are encouraged to make a good-faith effort to provide meaningful participation by MWBEs and SDVOBs as subcontractors and suppliers in the performance of the contract.
Q69	What is the limit for startup expenses in the first 3-6 months?
A69	There is no specified limit, but applicants are encouraged to use good judgement, and OCFS intends to allow all reasonable startup expenses.
Q70	Are staff supplies or durable equipment for use in staff offices considered administrative expenses?
A70	Staff supplies and any purchases that are used for the delivery of services to families may be considered program expenses. Any purchases used for the administration of the program (ie. financial software) would be considered administrative expenses.
Q71	The narrator (in the Bidder's Webinar) just mentioned a 5-year budget and I think this is a 3-year project.
A71	Correct, the initial term of this project is 3 years.
Q72	For the administrative cost restrictions, which awards are considered federal and which awards are non-federal?
A72	SED-funded awards are non-federal and OCFS/CBCAP are federal.

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Q73	Can you specify what administrative expenses are allowed in the budget, i.e., salaries? benefits? What percentage of the budget is authorized - is it up to a maximum of 15% for staffing costs?
A73	Expenses for staff that provide services to families or supervise those staff are considered program expenses. Salaries for positions that do only administrative tasks such as accounting, and other associated expenses not involved in the direct provision of program services are considered administrative in nature. If an administrative staff position also provides programmatic services, then the staff position would be listed twice, once with an (A) and once with a (P) and the narrative should include what staff services the staff person would be providing under Admin and what services under program. No individual staff member should exceed 100% FTE. Expenses such as audit expenses, insurance, etc. are also considered administrative. The cap of administrative expenses is 15% of the grant amount for SED funding and 10% of modified total direct costs or federally negotiated indirect cost rate for OCFS funds.
Q74	Would the physical space requirements need to be in place during the program cycle, or would an interested organization have the ability to build out a space during the funded period?
A74	The physical space requirements are not required to be in place at time of application, but should be factored into the startup planning to ensure the timely beginning of services after the start date of any contract resulting from this RFP. However, construction costs are not eligible for reimbursement under this grant.
Q75	Is there provision for administrative overhead cost and what is the percentage?
A75	The administrative expense cap is 15% of the grant award for SED funding and 10% of modified total direct costs or federally negotiated indirect cost rate for OCFS funds.
Q76	Can you please provide examples of eligible costs to address family concrete needs under this RFP?
A76	Section 5.3 Key Concepts gives a broad definition of concrete needs. Allowable expenses would include food, diapers, school supplies, clothes, etc. Other one-time expenses that would be allowable are helping with a security deposit for a family to rent an apartment, making a rent payment to avoid eviction, helping with utility payments, etc. Gift cards to the local store for the family to make necessary purchases may potentially be used when other resources (like WIC, food pantry, etc.) are not available and when possible, should use merchants or gift card types that restrict the types of products that can be purchased (no tobacco, alcohol, lottery tickets, etc.) For the purchase of food, staff from the FOC are encouraged to place the order online for a family to have picked up or delivered to ensure appropriate items are being obtained or provided. Organizations that utilize gift cards will be required to submit documentation with claims that report how many gift cards were purchased, their denominations, who they were given to, and what they were used for. All vendors must ensure the appropriate use of funds. Questions regarding

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	allowability of a concrete need should be discussed with your Program Manager prior to purchase.
Q77	Does funding cover costs associated with renovating a physical space for the center?
A77	Grant funds cannot be used for capital improvement, but can be used to modify current space by adding things like a kitchenette for preparing snacks or light meals for family events, cubicles for staff, wiring for computers/phones, etc.
Q78	Please confirm, if you have an approved federal indirect rate, larger than OCFS cap - should only apply with 10% indirect?
A78	<p>If you are a school district listed on Attachment 9 proposing to serve middle and junior high students, the maximum indirect cost rate is 15%. If you are ultimately funded with OCFS funds, your budget will be adjusted to allow for a federally approved indirect cost rate or the deminimis rate during contract development.</p> <p>For all other applicants, OCFS will reimburse the federally approved indirect cost rate for federally funded contracts up to any statutory caps required by the funding streams and in accordance with the terms and conditions of the federal award. A copy of the federally approved indirect cost agreement, with narrative, addendum, and an expiration date must be submitted as part of the proposal. If your agency does not have a federally approved indirect cost agreement, and your agency is a non-federal entity that has never received a negotiated indirect cost rate, except for a governmental department or agency unit that receives more than \$35 million in direct federal funding, you may elect to charge a deminimis rate of 10 percent of modified total direct costs (MTDC). Please refer to RFP Section 5.2 Proposed Budget, B. Non-Personal Services, 5. Other Expenses, f. Administrative Expenses for additional information.</p>
Q79	Can transportation costs be covered to programs offered by FOC? gas cards? purchase of vehicle by the program to help families access services?
A79	Yes, reasonable transportation costs are allowable. Gas cards, bus tokens, and Uber or cab fare are permitted. The purchase of a vehicle is not allowable, but the lease of a vehicle by the FOC to provide transportation to families is. The associated maintenance and insurance expenses for a leased vehicle are also allowable.
Q80	(On the Bidder's Webinar) you said OCFS will accept indirect cost rate up to 15% limit and also said OCFS is limited to 10% admin rate, which is correct?
A80	If you are a school district listed on Attachment 9 proposing to serve middle and junior high students, the maximum indirect cost rate is 15%. If you are ultimately funded with OCFS funds, your budget will be adjusted to allow for a federally approved indirect cost rate or the deminimis rate during contract development.

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	For all other applicants, OCFS will reimburse the federally approved indirect cost rate for federally funded contracts up to any statutory caps required by the funding streams and in accordance with the terms and conditions of the federal award. A copy of the federally approved indirect cost agreement, with narrative, addendum, and an expiration date must be submitted as part of the proposal. If your agency does not have a federally approved indirect cost agreement, and your agency is a non-federal entity that has never received a negotiated indirect cost rate, except for a governmental department or agency unit that receives more than \$35 million in direct federal funding, you may elect to charge a de minimis rate of 10 percent of modified total direct costs (MTDC). Please refer to RFP Section 5.2 Proposed Budget, B. Non-Personal Services, 5. Other Expenses, f. Administrative Expenses for additional information.
Q81	Could you provide a list of activities and costs that would be considered Administrative activities/costs?
A81	Salaries for positions that do only administrative tasks such as accounting, and other associated expenses not involved in the direct provision of program services are considered administrative. Expenses such as audit expenses, insurance, etc. are also considered administrative. The cap of administrative expenses is 15% of the grant amount if funded with SED funds. Please see A80 above.
Q82	Is the time spent entering program data considered an administrative task or a program task?
A82	Data entry of project or participant information would be considered a programmatic expense.
Q83	Are staff meetings and trainings and related mileage for those events considered administrative time or program time?
A83	Staff meetings and trainings, and all related expenses, for program staff that provide direct services to families or supervise the direct service staff would be considered programmatic expenses.