



**Youth ACT
Request for Proposals 2023**

Questions & Answers

Q1. With regard to Question 6.4a, is it required for an applicant to have a current lease or owned building for its proposed Youth ACT Team?

A1. No.

Q2. With regard to Question 6.4a, if an Applicant does not have a current lease or owned building for its proposed Youth ACT Team, is it required for the Applicant to complete the "Physical Plant" form?

A2. Yes. The physical plan form should be completed based on an anticipated site.

Q3. With regard to the "Youth ACT Staffing Plan," question 3, what activities are considered "administration?"

A3. Administration includes, directs and supervises staff activities, leads team organizational and service planning meetings, provides clinical direction to staff regarding individual cases, clinical supervision for staff, and the administration and leadership of the team.

Q4. With regard to the "Youth ACT Staffing Plan," is there a phase-in month by which all staff must be hired?

A4. No, but in order for a Youth ACT team to be licensed the following staff must be hired and onboarded: team lead, prescriber, one licensed mental health professional and program assistant.

Q5. The 48-slot team budget accounts for \$514,798 in anticipated Medicaid Revenue in Year 1 and the 36-slot team budget accounts for \$386,099 in Year 1 (which is the anticipated Medicaid revenue when fully operational), despite a phase-in process which would limit the number of new enrollments to 4-6 per month. Should applicants reduce their Year 1 "Anticipated Medicaid Revenue" to account for this phase-in process and a reduction in Medicaid Revenue in Year 1 due to fewer enrollees?

A5. Yes, in Section of the 6.7 of the RFP it states: Start-up, staffing ramp up and enrollment assumptions should be included in your operating costs.

Q6. Question 6.3d states "include Letters of Support [from] the county, which must verify the need and endorse the proposed team size by the applicant."

- **Confirming that the Letter of Support being referenced in this question is from the LGU?**
- **Should the Letter of Support be uploaded under Question 6.3e or under Pre-Submission Uploads?**

A6. The Letter of Support is from the LGU. The Letter of Support should be uploaded under Question 6.3e.

Q7. On page 24: Rates for Rockland appear to be Upstate rates, though Rockland is considered Hudson River/Downstate. Can you please clarify what rates should be used for Rockland County?

A7. For Youth ACT, Rockland is considered Downstate. Therefore the Downstate rates should be used.

Q8. On page 7: Nonprofits are required to register and complete the Vendor Prequalification process for proposals to be evaluated. If the nonprofit organization had been approved previously, do they need to complete the prequalification process for this specific proposal?

A8. Prequalification is not specific to this proposal. All applicant's document vaults must be in prequalified status at the due date and time of this RFP. If you have previously registered and completed the prequalification process, you should ensure that your organization's document vault is in a prequalified status. If you are unsure of your status, or how to check your status, please reach out to the Grants Gateway Helpdesk at (518) 474-5595.