



Questions & Answers for
Apartment Treatment Housing for Adults with Serious Mental Illness Request for
Proposals New York City Region

- Q: Does an agency need to apply for all 36 beds or can they apply for specific boroughs?
- A: See 1.1 Purpose of the Request for Proposal in the RFP; there are five (5) award groups related to catchment areas. The provider should clearly rank on the Appendix A: Transmittal Form posted on the Grants Gateway the group preferences. This form will be updated on the OMH website.
- Q: Can an agency with an apartment treatment (AT) program in one borough submit a proposal to expand the program to another borough as their first priority? Will that disadvantage them in the evaluation of the proposal?
- A: An agency may operate an apartment treatment program in one borough and propose to expand in a different borough. In your proposal, it will be important to describe staff coverage and the impact on coverage, if staff are traveling to multiple boroughs, Health Home and other service linkages etc. to demonstrate your agency's ability to develop and operate apartment treatment beds in that borough.
- Q: Can an agency proposing to expand AT in one borough accept eligible candidates who meet a priority category (ex. Eligible 2+ LOS community residence (CR) clients) from another borough?
- A: Yes, consumer choice is a key concept of OMH housing programs. If a consumer who meets the target population criteria wishes to live in a different borough from the one where he/she currently lives, the individual may do so. An agency will be expected to prioritize referrals from the borough awarded, however, you may accept referrals from another borough provided they meet the target population.
- Q: Do all candidates to the AT program need to be referred by the psychiatric center (PC), acute care hospitals, CRs, etc. in the service area of the referenced PC?
- A: See question and answer above.

Q: Question on the Start-up Budget Form. The revenue side using the \$8,499 times # of beds does not support staff for 12-month start-up year, with other expenses such as furniture and equipment. Is OMH looking for a staffing budget for the 3-4 months of start-up and not staffing for the initial year? We are not quite sure how to achieve a zero balance otherwise?

A: An agency is expected to bill Medicaid and receive consumer fees from the time the consumer is admitted to the Apartment Treatment Program. There is a slight lag in receiving the Medicaid, but payments will be retroactive to the date services are billed. Given that income is generated early on, it is not necessary for an agency to rely on start-up funds to cover staff salary expenses. The start-up budget should cover the estimated cost of developing the apartment units (e.g. furniture, broker fees, security deposits, and other start-up expenses etc.).

Q: If an agency is interested in applying for multiple groups, would an RFP be required for each individual group?

A: Multiple responses are not necessary. The provider should clearly rank on the Appendix A: Transmittal Form posted on the Grants Gateway the group preferences. This form will be updated on the OMH website.

Q: Would OMH be providing financial assistance for the Startup of the RFP?

A: Yes, see above.