



CMHLRP Round 4 – Questions and Answers Follow-up 2

- 1. Does the agency cap of \$120k mean that an agency can apply for 1 award for 1 psychiatrist or 4 awards for 4 NP or PAs?**

Answer - The "\$120,000 total award maximum applied by provider" referred to in the "Allocation of Funding" section of the Program Overview is a yearly amount. For psychiatrists, the yearly amount is \$40,000. For nurse practitioners and physician assistants, that yearly amount is \$10,000. The annual maximum per provider refers to any combination of those yearly amounts up to \$120,000 (for example: 3 psychiatrists) prior to the waitlist.

Please note, applications beyond this limit will be added to the waitlist and any awards made from the waitlist will not be held to the \$120,000 annual maximum.

- 2. Is it okay if the employee's student loan is in deferment or forbearance?**

Answer - Yes. Loans being in deferment or forbearance does not affect an employee's eligibility for CMHLRP. However, we are requesting that this status be indicated on the application for our tracking purposes. Since payments are not required to be made when loans are deferred or in forbearance, awardees would not be required to make minimum monthly payments during their service obligation period for that time that they are in deferment/forbearance. Any CMHLRP award funds must still be applied in full to the employee's student loan debt.

- 3. When will the RFP for LMSWs and LMHCs be posted? Our clinic has far more LMSWs than Psychiatrists.**

Answer – As noted in our Upcoming Procurement Opportunities, we anticipate the RFP during third quarter (October 1, 2024 - December 31, 2024). Any updates will be posted on the OMH website.

- 4. Are there sample contracts between the employee and agency?**

Answer – No, we do not share employer-employee contracts with other agencies. There is a boilerplate employer-employee agreement on the RFP page with further instructions for reference.

- 5. Does the employee pay taxes on the funding?**

Answer - Please see the answer to #33 in the "Forms" section of the FAQs.

6. Does a NY State resident/residing physician who works for a NJ hospital qualify?

Answer – To be eligible, the program must be licensed by OMH.

7. Does the money go directly to the employee or to the agency?

Answer - Please see the answer to #23 in the “Regarding Program” section of the FAQs.

8. Can the employee live out of state?

Answer - If an employee works at a NYS OMH-licensed program and meets all the other eligibility requirements, it does not matter where they live.

9. What happens if the employee leaves the Agency after receiving the funding? Is the Agency responsible for repayment?

Answer - Should the employee fail to fulfill the service obligation in full for any reason, the employer would be required to notify OMH in writing in a timely manner and return any unpaid award funds not yet paid to the employee. The employee would be required to repay in full any funds received from the award to OMH. Failure by the employee to repay would disqualify them from receiving a future award from the OMH CMHLRP. Employers have discretion within their required employer-employee agreement on the enforcement mechanism used to recoup money from an employee for failure to complete their service obligation. The enforcement mechanism must be legally binding and enforceable in court by the employer.

10. When does the three-year obligation clock start?

Answer - An Employee Service Obligation Start Date must be provided on each application. This date should be when you would like the three-year service obligation to begin.

For a current employee, the earliest eligible award start date can be used (please see the answer to #16 in the “Application” section of the FAQs).

For recruitment of new employees, their anticipated Start Date could be used. Should their start date change after the application has been submitted, you would need to notify OMH in writing. They would still be eligible for the award as long as this date is not later than the recruitment deadline (please see the answer to #17 in the “Application” section of the FAQs).

The earliest eligible award start date can be used for current employees even for applications submitted after this date, and the start of the three-year service obligation would retroactively start on this date, as long as the employee met all of the eligibility requirements as of that date and has remained eligible since.

11. What is the hourly work requirement for eligibility?

Answer - To be eligible for the full award amount, employees must be “Providing at least 40 hours of service (with a minimum of 32 clinical hours) per week for at least 45 weeks per year” per the definition of “Full-Time Clinical Capacity” from the Application Instructions. Prorated awards based on hours worked below 40 total (32 clinical) hours per week will be available (please see the answer to #18 in the “Application” section of

the FAQs), and there are examples in the Program Overview for how that is calculated in the “Prorated Awards” section on Page 10.

Regarding a minimum number of weekly hours, please see the answer to #19 in the “Application” section of the FAQs.

12. When an employee leaves what should we include in the agreement with the employee so that agencies are not responsible for the funding if the employee was providing the funding but did not meet the three-year requirement?

Answer - The employer-employee agreement must contain a legally enforceable recoupment mechanism to recover funds should an employee not complete the three-year service obligation.

13. How do you know you've been awarded?

Answer - Regardless of when applications are processed, please keep in mind that *the contracting process will not begin prior to the application deadline.*

Applications will be processed in batches periodically throughout the application period. As each application is reviewed, an award or non-award (rejection or waitlist) letter will be sent via email to the “Contact(s)” listed on the respective applications, in addition to some other contacts listed in OMH’s centralized directory. These letters will outline the employee’s full name, position, award amount, and service obligation start date, which were all provided on the application; as well as some additional instructions that are important.

If anything changes from the application, for example if someone needs to go on leave after receiving the award letter, please notify OMH in writing and we can update the information accordingly.

It is important that the “Primary Contact” listed on each application is someone that can handle the relevant aspects of the grant/contracting process. There are spots for “Additional Contacts” if you want to include a supervisor, HR contact, etc.

14. I had an awarded employee who previously chose to withdraw who now wants to re-enroll. Can we add them back on to the award list if they have already been removed?

Answer - No. Once you have notified OMH in writing that an employee is withdrawing, they will be withdrawn from the program. As long as the employee has returned any and all funds disbursed on their behalf (or withdrawn before any funds were disbursed), they will be able to apply to future rounds of CMHLRP and be considered.

15. It’s stated that employees must apply any funds received from CMHLRP towards their student loans. How quickly must they make these payments?

Answer - Employers have discretion within the employer-employee agreement to include additional requirements for employees applying CMHLRP award funds toward their qualified educational loans/debt. Any CMHLRP award funds received by the employee must be applied to the balance of their qualified loans/debt.

OMH recommends that all CMHLRP funds should be fully applied to each employee's student loans no later than either 90 days after the end of the service obligation end date or 90 days after they have received their final payment from their employer, whichever is later.

- 16. The eligibility requirements are that the employee has the amount of debt indicated at time of application. What happens when an employee's loan balance changes over the course of the three-year service obligation, i.e. it decreases as they make their monthly payments? Do we need to update their award to reflect this change in their outstanding balance?**

Answer - Monthly principal and interest payments, as well as lump sums paid from CMHLRP award funds, will count toward satisfying this requirement.