



# Office of Mental Health

## **HBCI IDD Round 3 Questions and Answers**

1. I do not see Nassau County listed in the Metro (or Rural) tier. Suffolk is listed, and it appears that every other county in NYS is listed. Is this an oversight or is Nassau not eligible?

ANSWER – A number of counties that already have an HBCI I/DD team, including Nassau, are not eligible and as such are not included in the list.

2. What positions are you looking to hire through this RFP?

ANSWER – Please see page 22 of the RFP for the staffing expectations of the program.

3. Is there a possibility to have more or less than 6 awards through this RFP?

ANSWER – OMH will award up to 6 awards through this RFP.

4. How many hours of these Services do you anticipate for the 2025-26 year?

ANSWER – Capacity for this program is measured via numbers of families served, not hours of services provided. Please see page 27 of the RFP for annual capacity expectations of the team.

5. What is the annual spend that is projected for the contract?

ANSWER – Please see page 23 of the RFP for the annual funding amount.

6. Do you accept DocuSign for original signatures?

ANSWER – Due to lack of specificity, OMH cannot provide a response to this question.

7. We are a for-profit organization currently designated with DOH and OMH to provide Home and Community-Based services across the state. We are interested in responding to this RFP. Given our extensive experience in delivering behavioral health and HCBS services, we believe we are well-positioned to contribute meaningfully to the goals of these programs. We understand the eligibility requirements are limited to NFPs, given our existing partnerships with OMH and DOH, we would like to inquire if there may be any possibility for an exception or alternative pathway for participation – either as a direct applicant, through subcontracting or in collaboration with an eligible NFP.

ANSWER – A for-profit cannot be the direct applicant or subcontract or collaborate with a non-profit for this RFP. Please see p. 8 of the RFP for information on agencies eligible to apply: “Eligible applicants are not-for-profit agencies with 501(c) (3) incorporation that have experience providing mental health services to persons with serious emotional disturbance.”

8. How will the funding work? Will the amount of \$560,734 (for the team) be provided at the beginning of each of the 5 years of the contract or will there be a payment procedure? Also, will the teams have to complete/submit billing for the HBCI services?

ANSWER – State Aid Funding of approximately \$140,183 is released on a quarterly basis, totaling \$560,734 for the year. Awarded and funded programs will complete a CFR report for the HBCI funding received. HBCI is not a billable service under health plans.

9. Can the Interventionists have a bachelor’s degree with relevant experience, as allowed by the HBCI guidance, or must they hold a master’s degree, as per the RFP?

ANSWER – A Master’s degree is preferred; a Bachelor’s degree with relevant experience is acceptable.

10. If we choose to have a consulting psychiatrist, program assistant, and/or peer advocate, must those be funded by the agency via “other avenues of funding” (page 5) or can they be included in the maximum award of \$560,734?

ANSWER – Applicants’ submitted budgets should contain all relevant funding and expenses, including a livable wage for all HBCI staff.

11. Since the HBCI guidance shows, that “most teams are comprised of 1.0 FTE Supervisor and 4.0 FTE Interventionists”, if we feel it is necessary, may we structure our team this way within the \$560,734 or must the team consist of one Supervisor to three Interventionists?

ANSWER – The HBCI guidance currently reflects staffing for a traditional HBCI team and does not fully address staffing for the newly-developed I/DD HBCI teams. HBCI I/DD teams must have 3.0 FTE Interventionists.

12. Does the NYC metro area only include Manhattan and Staten Island?

ANSWER – Applicants may apply to provide an HBCI I/DD team in any of the counties within New York City that are currently not covered by an HBCI I/DD team: Manhattan, Richmond (Staten Island), and Queens.

13. Are children who are enrolled in OPWDD's HCBS waiver eligible?

ANSWER – There is not guidance prohibiting co-enrollment of a child/youth in OPWDD HCBS and HBCI; the HBCI Supervisor would determine whether there is a duplication of services for these children/youth on a case-by-case basis.

14. After the initial five-year term of the contract comes to an end, are there any opportunities for renewals? If so, what specific criteria must be met for renewal?

ANSWER – Due to the nature of direct care involved with these contracts, they do renew every five years through a non-competitive procurement completed by OMH. Unless there are issues found during the non-competitive review process, the awardee is under no additional obligation other than completing the new contract package.

15. Where does the funding for staff (e.g. Psychiatrist, NPP, program assistant) other than the supervisor and interventionist's come from?

ANSWER – Please see #10.

16. Will there be training on the Homebuilders Model from the Institute of Family Development or will that need to be included in the projected budget?

ANSWER – OMH will provide technical assistance and training to awarded HBCI programs.

17. In the Homebuilders Model, it suggests that the primary interventionist should live within a one-hour radius of the families on their caseload. Is that the expectation for this RFP?

ANSWER – No.