



# Office of Mental Health

## **Questions and Answers for Transitional Housing for individuals who are Justice Involved**

Q1. I am looking at this new RFP and not quite sure why it's stated that there is \$10K state aid in the operating Funding section for Downstate; while there is \$22,800 state aid enhancement in the Average Anticipated Revenue grid. Is it because the \$22,800 includes estimated property cost and \$10,000 does not?

Answer: Ongoing funding to support the operation of the apartment treatment units will be provided by (1) a combination of SSI and Medicaid funding, consistent with the OMH fiscal model for the Treatment Apartment residential program and (2) State Aid totaling \$22,800 per bed per year for Downstate programs and \$21,800 per bed per year for Upstate programs. Each agency's current programmatic structure will determine specific funding amounts. Site specific property costs for the new apartment treatment beds will also be incorporated into the successful applicant's Gross, Income, and Net (GIN) fiscal model and paid for with SSI revenue and state-aid in the event the GIN model's anticipated SSI revenue is not adequate to cover 100% of the expense. In addition, Program Development Grant (PDG) funds are available as part of this contract to assist with establishing these Treatment Apartment units. PDG funding will be based on the most current rate at the time of opening, which is currently \$9,677 per bed.

Q2. Staffing – is the staffing pattern have minimum requirements other than Peer Staff?

Answer: There is no required staffing pattern. Agencies should propose a staffing plan that is sufficient to provide the services required under this RFP and regulation.

Q3. Billing – Following the Certified Apartment Model will this program bill Full and Half month with similar allowable services provided as the Apartment Model.

Answer: Yes

Q4. Will this RFP follow SSI Congregate Care II funding.

Answer: Yes

Q5. Will OMH be providing the required trainings of “Aggression Replacement Training (ART) and Interactive Journaling or equivalent programming approved by OMH Central Office and the “CUCS Academy for Justice-Informed Practice Certificate program”? Or should agencies build in training costs for these specific trainings and certificates into the proposed budget?

Answer: Agencies should build in training costs in the proposed budget.

Q6. RFP Section 5.3 (Operating Funding) references “State Aid totaling \$10,000 per bed per year for Downstate programs and \$9,000 per bed per year for Upstate programs,” yet in the grid it states that the State Enhancement is \$21,800 per year per bed. Please clarify which total is correct.

Answer: See Question 1

Q7. Are LGU letters of support required?

Answer: Letters of Support are not required but are welcome.

Q8. Will agencies be able to serve individuals past the 12 month timeline if the client is unable to move into alternative housing within that time frame? If so, will this be a potential Medicaid risk to the agency if we continue to bill beyond the 12 month timeline?

Answer: Agencies should begin the process of facilitating a discharge well before the 12-month timeline. However there is no deadline for discharge. Individuals may remain in the program as long as is necessary to facilitate a successful transition. There is no Medicaid risk related to length of stay so long as there is a current physician’s authorization for services.

Q9. Given how challenging this population is to attain a lease in their name, is the expectation that after 12 months the agency turnkeys the apartments into the clients' names?

Answer: Turnkeying the apartment into the clients name is certainly encouraged where remaining in the apartment is appropriate (i.e. the individual is transitioning to supportive housing or independent living).

Q10. What quantitative data will be used to determine efficacy of program and service delivery? Have the program guidelines been developed and if not, is there an anticipated date?

Answer: Program guidelines have not yet been developed.

Q11. What is the structure of support from OMH in terms of required monthly meetings, trainings, and/or learning collaboratives?

Answer: OMH's Division of Forensic Services and Bureau of Housing Development and Support will work collaboratively with awardees to further the successful development and operation of these programs. While a specific structure has not yet been defined, it is anticipated trainings and learning collaboratives will be developed. OMH will also be available for individualized technical assistance.

Q12. Catchment area clarification: Can we include individuals who are not from Westchester County, but are willing to relocate or return?

Answer: If an individual is seeking residence in Westchester County, they may be served in this program. Programs should not be recruiting from outside the designated county.

Q13. Length of stay: If individuals need to stay beyond 12 months, will funding continue as long as we document the continued stay?

Answer: Yes. See Question 8.

Q14. Vacancies: If vacancies persist, can we consider individuals who do not have a criminal justice background?

Answer: No. OMH expects the need in the identified counties greatly exceeds the resources available. If an awardee is struggling to fill units in a timely manner, OMH will support the agency in identifying eligible individuals.

Q15. Fiscal consideration: Is there an increased payment per bed due to the greater needs population?

Answer: Yes, that is already built into the budget described in the RFP.

Q16. Training budget: Can we include funding for completing the required trainings in the budget?

Answer: Yes

Q17. Current individuals: Can we move individuals who are already in other levels of housing but meet the criminal justice criteria into this program?

Answer: Individuals must meet the eligibility criteria outlined in Section 1.2 of the RFP. It would be acceptable to admit an individual enrolled in a different level of housing only if that individual was at risk of losing their housing.

Q18. Per page 19 of the RFP, please provide a copy of Gross Income and Net fiscal model or GIN.

Answer: Funding may vary depending on factors such as region and an applicant's current Apartment Treatment/Congregate Treatment program mix. Applicants should use the "Average Anticipated Revenue (Per Bed)" table found on page 20 to aid in developing the Appendix B budget.

Q19. The Proposal Template downloaded from the Attachment section in the SFS Bid event is missing Question 6.2c from the RFP "Describe the agency's experience in providing recovery-oriented housing and/or mental health services to adults who are justice involved and diagnosed with serious mental illness and/or cooccurring disorders. Describe your agency's history and provide a general description of the agency structure. Include an organizational chart." Is this question required for the bid response?

Answer: Yes it is required, it was unintentionally left out of the proposal template. A new template has been uploaded to our website for your use. You must use that when submitting your proposal.