



Promoting Wellness and Healing in Communities

RFP#OMH150

Questions & Answers

NOTE: There is an error in the calculation of A&OH in the budget template provided in the Event Comments & Attachments Section of SFS. A corrected template is now available on the OMH website. <https://omh.ny.gov/omhweb/rfp/2025/wellness/index.html> Please use the updated budget template when submitting proposals for this opportunity in SFS.

Q1. I was wondering if this grant would help with the acquiring and training of a Community Police Therapy Dog and the departmental costs that would come with it.

A1. No. This grant is focused on activities that are community based to support wellness in the community. See Section 5.2, Objectives and Responsibilities, for a description of the requirement of a community partner (s) and examples of wellness strategies.

Q2. Is a public, K-12 school district eligible to apply?

A2. Yes. Public, K-12 school districts are eligible to apply. Please see Section 6.2, Applicant Qualifications and Project Structure, for other criteria that the applicant must meet.

Q3. I am writing to inquire if public school districts are authorized to apply for the Promoting Wellness and Healing in Communities grant. While the District is tax exempt, it is not officially a 501c.3 organization.

A3. See Answer #2.

Q4. Are independent school districts in NYS eligible to apply as the lead applicant for the Promoting Wellness and Healing in Communities grant?

A4. See Answer #2.

Q5. We saw that local governments are eligible to apply. Would public housing authorities (PHAs) be considered eligible lead applicants?

A5. Yes, public housing authorities (PHAs) are eligible to apply. Please see Section 6.2, Applicant Qualifications and Project Structure for other criteria that the applicant must meet.

Q6. I lead an MWBE-certified publicity agency, as well as a growing audio podcast and YouTube channel that promotes faith and mental wellness through my content and guests. I would like to know if I am eligible to bid to help to create awareness of your campaign.

A6. No. See Section 6.2, Applicant Qualifications and Project Structure for the criteria that the applicant must meet.

Q7. Can you please confirm if local/NYS LEAs are eligible to apply?

A7. See Answer #2.

Q8. Are school districts eligible to be the lead applicant?

A8. See Answer #2.

Q9. I would like to confirm that public school districts are ineligible to apply for the Promoting Wellness and Healing in Communities grant.

A9. See Answer #2.

Q10. Are colleges eligible for this award? We are the noncredit arm of the college and work primarily with marginalized and underserved individuals who are not enrolled in college. With our experience designing and teaching resiliency curriculum and our extensive network of community-based partners, we think we're an ideal candidate for this award. Since colleges are not specifically mentioned as eligible entities, I want to confirm that we are before we start our proposal.

A10. Yes. Colleges are eligible to apply. See Section 6.2, Applicant Qualifications and Project Structure for other criteria that the applicant must meet.

Q11. I currently provide group fitness instruction for different demographics: seniors, veterans, and non-profits here in NYC. When applying for this grant I would propose a collective program which would provide different exercise classes to help promote physical health and mental wellbeing. Would my proposed program be eligible for the grant?

A11. No. It is expected that the project will be community-based with an identified community and community partners. See Section 6.2, Applicant Qualifications and Project Structure. Applicants must ensure that all qualifications included in Section 6.2 are met.

Q12. Can grassroots organizations serve as the lead organization in collaboration with a community partner?

A12. Yes. Grassroots organizations are eligible to apply. See Section 6.2, Applicant Qualifications and Project Structure, for other criteria that the applicant must meet.

Q13. Are school districts eligible to apply for this funding opportunity?

A13. See Answer #2.

Q14. We are a for-profit entity. To apply, do we have to have nonprofit partners as part of the application?

A14. No. The applicant is not required to have non-profit partners. Please see Section 5.2 for examples of community partners. See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet.

Q15. Are you able to apply for this grant as an expansion of services offered through Children and Family Treatment and Support Services (CFTSS)? Could you have an employee who works in both CFTSS and provides services through this grant?

A15. No. This grant is not focused on licensed providers, nor is it intended to support or expand the provision of Medicaid reimbursed services. See Section 5.1, Introduction, for information about the goals of the project. See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet.

Q16. If our headquarters is in Albany, but we intend to pass through funding and services to our member programs represented in 32 of the 62 counties, do we need to submit a Notification of LGUs to each of the 32 mental hygiene directors?

A16. An agency or organization may not submit applications for more than one community. It is expected that the project will be community-based working within a specific identified community and with community partners within that community.

See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet.

Q17. According to the checklist on Page iii and the instructions included in the Proposal Template, applicants are instructed to combine all supporting documents into one PDF along with the proposal narrative except for the budget template. So, I'm hoping to confirm that the following documents should be combined into one PDF for submission in SFS.

- sexualharassmentpreventioncertification.pdf
- Provider_Fillable_Contact_Form_1.25.24.pdf
- GBV_and_the_Workplace_Policy_Attestation_Template.docx
- Proposal_Template_Promoting_Wellness.docx

AND

Any supplemental documentation required such as; Local Government Unit (LGU) Notification, documents from our community partners, and the budget narrative.

Are we required to combine the 6 documents into one PDF for upload into SFS? Likewise, I've confirmed in the instructions that the budget narrative is answered on the Proposal Template so that automatically is included.

A17. No, all 6 documents are not to be combined into one PDF. SFS has separate upload questions for the Provider Contact Form, Sexual Harassment Prevention Certification, Gender Based Violence and the Workplace Form and the LGU Notification. Those 4 documents should be uploaded to the corresponding question in SFS. The Proposal Template should be combined with any attachments referenced in your proposal, before it is uploaded to its corresponding question in SFS. The Budget Template is the only document that should be submitted as an Excel document, and that should be uploaded to the corresponding question in SFS.

Q18. Are there any additional specifications for the naming convention other than that attachments must be a PDF, less than 20MBs and 64 characters, no special characters, and no mark-ups within the PDF?

A18. Please refer to the [SFS Attachment Reference Guide](#). File names cannot exceed 64 characters and cannot have special characters. File size must be less than 20MB and PDFs cannot have mark up or comments within them. All documents must be uploaded as PDFs except the budget which must be uploaded in Excel.

Q19. Will grassroots organizations be given priority for funding? and/or organizations that will be funded for the first time for OMH funding?

A19. No. Grassroots organizations may apply but will not be given priority for funding. See Section 4.3, Process for Awarding Contract, for the process that will be used to make awards. See Section 6.2, Applicant Qualifications and Project Structure, for criteria that the applicant must meet.

Q20. Can the community partner change throughout the grant period or does it need to be stable?

A20. No. It is expected that the applicant will work with the identified community partner(s) throughout the grant period

Q21. Is it possible to apply for more than one grant, for example, a grant application in different regions or two applications in the same region?

A21. No, an organization may only submit one application. It is expected that the project will be community-based working within a specific identified community and with community partners within that community. See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet.

Q22. I represent a nonprofit located in the NYC/NJ region. They have programming in both Rockland County and New York City. We are wondering if we a). apply for Rockland County area programs, should we still include the NYC programming or limit it just to the Rockland County area and programming there, or vice versa, and b). can we submit two applications, one for the NYC area and one for the Rockland County area knowing only one would be selected?

A22. Only NYS/NYC agencies are eligible to apply. It is expected that the project will be community-based working within a specific identified community and with community partners within that community. See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet.

Q23. Is it the expectation that the program created will continue following the end of the 3-year RFP?

A23. Assuming the availability of funds, it is anticipated that OMH will issue a new competitive procurement prior to the conclusion of the initial 3-year contract award.

Q24. Will any capital equipment purchased with the grant money need to be returned following the 3-year period?

A24. Capital costs are not eligible expenses under this grant.

Q25. Can grant funds be used to buy a vehicle for the program?

A25. No. Grant funds cannot be used to buy a vehicle for the program.

Q26. Is there a matching requirement?

A26. No, there is not a matching requirement.

Q27. The project is defined as a "universal prevention project" focused on community wellness. For projects implementing a universal prevention approach to community wellness, is there a required minimum or target number of individuals who must directly receive a service, training, or intervention annually? If not, should reporting focus solely on community-level reach, and what are the expected metrics to quantify indirect reach and participation (e.g., attendance at events, utilization of new materials)?

A27. See the description of "Data Collection, Reporting and Evaluation" in Section 5.2 Objectives and Responsibilities for a description of what is required in the quarterly and annual progress reports. In addition, OMH will work collaboratively with each Awardee to identify project specific outcomes/performance indicators that will be submitted to OMH on a quarterly basis.

Q28. The RFP describes this as a "universal prevention project, targeted towards supporting the overall wellness of all New Yorkers" within a "specific community". The RFP also includes a commitment to "Equity and the Reduction of Disparities for Marginalized Populations" as a scoreable factor (Section 6.8). While the project is universal, are applicants permitted or encouraged to strategically prioritize a specific consumer sub-population (e.g., youth, specific racial/ethnic groups, veterans, etc.) that has been historically marginalized or disproportionately impacted by trauma within the identified "specific community"?

A28. Yes. The applicant may describe an entire community or a specific segment of the community as the identified community that will be served through this project. See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet.

Q29. The RFP indicates this is a grant procurement from the New York State Office of Mental Health (NYS OMH). Please clarify the source of the grant funding. Is the funding entirely comprised of New York State (NYS) allocations, or does it include Federal pass-through funds or other funding resources?

A29. The funding for this RFP is NYS state aid, only.

Q30. The overall goal is to build wellness, resilience, and enhance communities' ability to facilitate recovery. The concept of "Promoting wellness" is broad. Beyond the general objectives outlined in the Scope of Work (Section 5.2) and the applicant's self-defined success metrics (Section 6.3), can OMH provide a list of specific, concrete, and measurable deliverables or outcomes that are mandated or required by the agency? For example, are there mandated metrics such as a specific percentage increase in a community wellness indicator, a minimum number of individuals receiving trauma-

informed training, or a required number of new community-level policies/practices implemented?

A30. See Answer #27.

Q31. How are funds paid- is it a reimbursement grant, and can funds be advanced for the project?

A31. The funds will be paid as quarterly advances. Payments are sent 7/1, 10/1, 1/1 and 4/1 each year.

Q32. Are stipends allowed for the project?

A32. See Answer #87.

Q33. Does OMH have any required or recommended staffing for this project?

A33. The Applicant is required to describe the proposed staffing resources, experience and qualifications needed to support the proposed project.

Q34. Does OMH have any required or recommended deliverables for this project?

A34. Yes. See Section 6.3, Implementation of Wellness Support or Strategy, Section 6.4, Promotion of Mental Wellness, and 6.5. Engage with the NYS Trauma-Informed Network & Resource Center (TINRC), for a description of the required components that must be implemented.

Q35. Does OMH's funding for this program come from SAMHSA or any federal sources?

A35. No. The funding is only NYS Aid.

Q36. Is this opportunity appropriate for organizations that focus on education and outreach work rather than clinical and counseling work?

A36. Yes. Organizations that focus on education and outreach work rather than clinical and counseling work may submit a proposal. See Section 6.2, Applicant Qualifications and Project Structure. Applicants must ensure that all qualifications included in Section 6.2 are met.

Q37. Is applying as a consortium and subcontracting allowed?

A37. For the purposes of this procurement a consortium is defined as an association comprised of several community businesses. Yes, a consortium may apply provided it meets the other criteria described in Section 6.2 Applicant Qualifications and Project Structure.

See Section 6.4, Promotion of Mental Wellness materials. Sub-contracting is only allowed for development of mental wellness materials. The applicant must meet all criteria described in Section 6.4, Promotion of Mental Wellness.

Q38. When we specify a particular region we want to apply for, do we have to serve the entire region or can we serve some portion of the counties?

A38. No, Applicants are not required to serve the entire region. It is expected that the project will be community-based working within a specific identified community and with community partners within that community. See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet.

Q39. Can an organization apply for more than one region in one application, or would we have to do 2 separate applications, one for each region? We would like to serve the 14 Counties our agency serves, but they fall in 2 different regions.

A39. No, an organization may only submit one application and may not apply for more than one community in that application. It is expected that the project will be community-based working within a specific identified community and with community partners within that community. See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet.

Q40. The “community” for which our organization would like to apply is our organization’s staff and the staff of other human service provider staff with which we partner in our local communities. Would these human service workers qualify as a community for the purposes of this grant application?

A40. No, the grant may not be used solely to provide wellness activities for staff. See Section 5.1 Introduction for a description of project goals.

Q41. Can this Promoting Wellness and Healing in Communities be submitted through GMS or only SFS?

A41. Applications must be submitted through SFS only.

Q42. Memoranda of Understanding (MOUs): Does the New York State Office of Mental Health permit applicants to submit Memoranda of Understanding (MOUs) with community partners as part of their proposal for RFP#OMH150, in order to demonstrate established or planned collaboration and partnership as required in Section 5.2 and Section 6.2d of the RFP? If so, are there specific guidelines regarding the format, content, or labeling of these MOUs when uploading them to the Statewide Financial System (SFS)?

A42. Applicants must provide a list of community partners. They are permitted to submit Memoranda of Understanding (MOUs) with community partners as part of their proposal. MOUs are not required, and submission of MOUs will not enhance the applicant's score. See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet. MOUs included should be labeled according to the question that they support, made into a PDF and incorporated into the Proposal Template as part of one continuous PDF submission.

Q43. Letters of Support from Stakeholders/Community Representatives: Are applicants permitted to include Letters of Support from stakeholders or representatives of the community in their submission for RFP#OMH150, to evidence community engagement and support for the proposed project as described in Section 5.2 and Section 6.2d of the RFP? If allowed, are there requirements for how these letters should be formatted, labeled, or combined with other attachments when submitting through SFS?

A43. Applicants must identify the various groups of the larger community that are represented by the listed community partners. The applicant is permitted to include Letters of Support from identified stakeholders or representatives of the various groups. Letters of Support are not required and submission of Letters of Support will not enhance the applicant's score. Letters of Support included should be labeled according to the question that they support, made into a PDF and incorporated into the Proposal Template as part of one continuous PDF submission.

Q44. In Section 4.3.1 Initial Awards and Allocations the counties are divided into five groups with multiple counties in each. In responding to the RFP are we required to provide programming within all counties within our region and can we select only one or two counties for program implementation?

A44. No. Applicants are not required to implement the project in all counties in a region. It is expected that the project will be community-based working within a specific identified community and with community partners within that community. See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet.

Q45. Section 1.1 Purpose of the Request for Proposal Definition of Trauma In 2014, the U.S Department of Health and Human Services Substance Abuse and Mental Health Services Administration published the report “SAMHSA’s Concept of Trauma and Guidance for a Trauma-Informed Approach”. Is it possible to use the grant funds to train staff on the SAMHSA’s Concept of Trauma and Guidance for a Trauma-Informed Approach?

A45. No. Grant funds may not be used solely to provide trauma-informed training for program staff. The applicant is expected to work with the NYS TINRC throughout the project to host NYS TINRC activities in the identified community. See Section 5.2, Objectives and Responsibilities, and Section 6.5, Engage with the NYS Trauma-Informed Network & Resource Center (TINRC), for a description of the resources that are available through NYS TINRC. These resources include the “Tending the Roots” training. Program staff may participate in these activities, but the focus must be on providing the activity in the community.

Q46. Are we able to use these grant funds to provide wellness to our staff and caregivers?

A46. No. Grant funds may not be used solely to provide wellness activities for program staff. See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet with regards to identifying the community that will be served through the project. It is expected that the project will be community-based working within a specific identified community and with community partners within that community.

Q47. Section 6.4: Promotion of Mental Wellness The plan for concrete and measurable evaluation of the materials. All sub-contracts are subject to review and approval by OMH. Do you have a specific rubric for how this should be evaluated?

A47. OMH uses the same process for review and approval sub-contracts that is used for review and approval of primary contracts. OMH does not have a specific rubric for evaluation of mental wellness educational materials.

Please note that Materials for the OMH Be Well Public Awareness campaign may be used for this project. Refer to <https://bewell.ny.gov/support-and-resources> for additional information to access these materials. The applicant should include costs for printing in the submitted budget.

Q48. Section 6.5 Engage with the NYS Trauma-Informed Network & Resource Center (TINRC) Identify a minimum of three NYS TINRC activities that the community partnership will complete in Year 2 and Year 3.

Are we able to complete the same tasks in Years 2 and 3 or do we have to plan different activities each year?

A48. Yes. The applicant may provide the same NYS TINRC activities in Years 2 and 3 provided the applicant meets all criteria listed in Section 6.5.c **AND** the applicant includes a plan for Year 3 activities that will build on the Year 2 activities.

Q49. Is the NYS OMH Promoting Wellness and Healing in Communities Grant a reimbursement-based program, or is it structured like an allocation/advance?

A49. See Answer #31.

Q50. Is an identified school district an eligible partner?

A50. Yes, a school district is an eligible partner. See Section 5.2, Objectives and Responsibilities for examples of partners.

Q51. What is defined as a NYS TINRC activity, as outlined in section 6.5 of the RFP?

A51. See Section 5.2 Goals and Responsibilities for a description of the resources and opportunities available through NYS TINRC. For the purposes of this procurement the following opportunities may be identified as activities to be implemented in Year 2 and Year 3:

- Attendance at Quarterly Networking Meetings by at least one member of the applicant's organization and at least one representative of the community partnership.
- Attendance at the free Annual Conference by a member of the applicant's organization and by a representative of the community partnership.
- Hosting a "TINRC on Tour" - Regional listening tour. Must include a minimum of 30 participants.
- Hosting a "Tending the Roots: Recognizing Trauma and Cultivating Wellness. Integrating Trauma-informed Principles in Work & Life" training. Participation must include a minimum of 30 participants.
- Participation of two applicant staff or community partners in the "Tending the Roots: Instructor Edition. Growing Trauma-Informed Communities".
- Completion of the TRUST / TRUST-S tool by the applicant's organization.
- In-Person BBM Informational Presentation
- Promotion of Breath, Body, Mind™ Practice Sessions and attendance at a virtual information session by a minimum of 2 individuals from the applicant's organization or from the community partnership.

The applicant may provide the same NYS TINRC activities in Years 2 and 3 provided the applicant meets all criteria listed in Section 6.5.c **AND** the applicant includes a plan for Year 3 activities to build on the Year 2 activities.

Q52. Are the activities described in section 6.3 and 6.4 of the RFP inclusive of those outlined in 6.5 or are they intended to be separate?

A52. The deliverables described in Section 6.3, Implementation of Wellness Support or Strategy, Section 6.4, Promotion of Mental Wellness, and 6.5. Engage with the NYS Trauma-Informed Network & Resource Center (TINRC), are separate activities. The applicant must meet the criteria described in each section.

Q53. The NYS OMH Promoting Wellness and Healing in Communities RFP indicates that the Budget Overview and Itemized Staff Plan worksheet must be submitted with the application. The Scope of Work will be articulated in the application. The RFP also indicates that no workplan is required at this time, and if awarded, a workplan will be developed during the contract development phase. While the budget overview will be developed in alignment with the applicants Scope of Work, will budget modifications be permitted if, during the contract and workplan development phase, it is determined it's necessary?

A53. Yes. Budget modifications are permitted during the contract and development phase, in collaboration with OMH.

Q54. Are public school districts eligible to serve as the lead applicant under the “local government” category, or must the lead be a county/town/city government or a 501(c)(3) partner organization?

A54. See Answer #2.

Q55. If a school district cannot serve as the lead, may it act as the fiscal agent or primary implementing partner under a local government or nonprofit lead?

A55. See Answer #2.

Q56. May two or more entities (e.g., a school district and a county LGU) submit jointly under one application, and if so, how should that be identified in SFS (single vendor or fiscal sponsor)?

A56. No. Two or more entities may not submit jointly under one application.

Q57. Would OMH consider a school-community consortium—with letters of commitment and a shared governance model—as meeting the definition of a “community-based partnership”?

A57. For the purposes of this procurement a consortium is defined as an association comprised of several community businesses. The consortium must identify a minimum of one partner that they will work with on this project. Yes, a school-community consortium may apply provided it meets the other criteria described in Section 6.2 Applicant Qualifications and Project Structure.

Q58. For the LGU notification proof, will an email confirmation from the County DCS suffice, or must a formal letter be attached?

A58. Yes, an email confirmation will suffice.

Q59. Are school-based wellness programs (e.g., mindfulness groups, expressive-arts workshops, peer mentoring, intergenerational tutoring) eligible activities if they are open to the broader community?

A59. Yes. Wellness programs that use the school as a venue and are open to the identified community are eligible activities. See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet.

Q60. Can funds be used for stipends or honoraria for community facilitators (e.g., faith leaders, barbers, youth mentors) who co-lead resilience events?

A60. Yes, stipends and/or honoraria may be used. The applicant must detail these expense components within the budget and provide justification for each expense in the budget narrative. Also see Answer #87.

Q61. May funds support translation, interpretation, and accessible communication (ASL, large print, etc.) as part of the equity requirement (§ 6.8)?

A61. Yes. Funds may be used to support translation, interpretation, and accessible communication (ASL, large print, etc.) as part of the equity requirement. The applicant must detail these expense components within the budget and the budget narrative.

Q62. Are small capital or equipment costs—such as musical instruments, yoga mats, or wellness materials—allowable if directly tied to programming?

A62. No. Capital costs are not eligible expenses under this grant. However, funds may be used for equipment costs related to providing wellness activities. The items mentioned in the question are not capital equipment. The applicant must detail each of these expenses within the budget and provide justification for each expense within the budget narrative. OMH will work collaboratively with each awardee to ensure that proposed costs are directly tied to programming and to approve these expenses.

Q63. May applicants' budget for evaluation or data-collection support (consultant or staff time) to meet the reporting requirements in § 6.7?

A63. Yes. Applicants may budget for evaluation or data-collection to support the reporting requirements in Section 6.7. The applicant must detail each of these expenses within the budget and provide justification for each expense within the budget narrative.

Q64. Can existing community events (e.g., wellness fairs, parent nights) be expanded or enhanced with this funding, or must activities be entirely new initiatives?

A64. Yes. Existing community-based wellness strategies may be expanded or enhanced through this funding. See Section 6.4, Implementation of Wellness Support or Strategy, for a description of criteria that must be met in the applicant's proposal.

Q65. Can awarded funds be used to support personnel salaries and fringe benefits for staff directly implementing the project (e.g., coordinators, facilitators, administrative support)? If not, may applicants include contracted services or reimbursement costs for work performed by partner agencies or existing staff who will carry out project activities?

A65. Yes. Awardees may use awarded funds to support personnel salaries and fringe benefits for staff directly implementing the project. The Applicant is required to describe the proposed staffing resources, experience and qualifications needed to support the proposed project within the budget and budget narrative.

Q66. Please inform us whether a specific population itself (example: human trafficking victims), can be considered a “community”. If so, must they all live in the same geographic area of New York?

A66. Yes, an applicant may describe a specific population within a community as the identified community. For the purposes of this procurement the community must be within a geographic community not throughout the entire state.

See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet.

Q67. Please inform us if our organization is able to sub-contract with partners in other regions of the state. If so, can we publicize those regions in the application, but release our own organization’s mini-solicitation to recruit partners in those regions as part of the grant project, and then proceed with grant activities in those regions for the remainder of the project? Those partner organizations would meet all eligibility criteria.

A67. No. Awardees may not sub-contract with partners in other regions of the state. See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet with regards to identifying the community that will be served through the project. For the purposes of this procurement the community must be within a geographic community. It is expected that the project will be community-based working within a specific identified community and with community partners within that community. Also, Community partners are not responsible for implementation of the project and are not sub-contractors. Community partners may be compensated for specific supports they provide for the project, such as for use of a venue or for materials to support an event. A sub-contractor is an entity that the awardee is paying to complete specific contract deliverables on behalf of the awardee. For purposes of this procurement, the awardee may only sub-contract with content experts to create mental wellness educational materials that are relevant to the community.

Q68. Are we able to subcontract an existing community partner for part of this project, in order to expand its reach, even if they are not creating mental wellness educational materials? Or are we only able to subcontract content experts to create mental wellness educational materials?

A68. See Answer #87.

Q69. If we subcontract our community partner for part of this project, should this line be included under "Consulting Services" in the budget or should this be listed in another category in the budget?

A69. See Answer #87.

Q70. We understand there is a 15% cap to administrative overhead applied to the contract. Would OMH accept the inclusion of key management and infrastructure expenses such as a financial accountant responsible for quarterly financial reporting in the budget, or does that count to the 15%?

A70. Key management and infrastructure expenses such as a financial accountant should be included in the 15% capped administrative overhead.

Q71. Are providers required to have physical space secured to deliver services prior to the submission of the RFP, or can space be secured upon funds being awarded, but prior to the anticipated start date of 7/1/2026?

A71. No. It is expected that the applicant has existing space for any staff and that community events are held at spaces in the community. Applicants may include in the budget costs for renting venues in the community to host activities. The applicant must detail each of these expenses within the budget and provide justification for each expense within the budget narrative.

Q72. Is it expected that there will be a 1:1 counseling/therapeutic counseling sessions (conducted by LMHC or LMSW) built into the proposed services provided? OR is it satisfactory to ensure that the services that are offered to program participants be delivered from a Trauma Informed Care perspective without the 1:1 therapy/counseling component, with the understanding that referral support be provided to any participant interested in pursuing 1:1 counseling supplemental to the programming offered.

A72. See answer #15.

Q73. Can services be provided solely by sub-contractors, or is it expected that each provider will have services delivered primarily by FTE/PTE?

A73. No. The required project deliverables may not be provided solely through subcontracts. See Answer #87.

Q74. What, if any, are the educational and experience requirements for each professional that will be delivering services under the provider? (Master's level, bachelor's level, Certified Instructors/Recreational Therapists/Peer Support Specialist, etc.)?

A74. The Applicant is required to describe the proposed staffing resources, experience and qualifications needed to support the proposed project.

Q75. Would it be advisable to include a specific framework of programming (schedule, modules, curriculum, content, etc.) as supplemental application materials for the RFP?

A75. The applicant may include a specific framework of programming in supplemental application materials as part of their description of the wellness support or strategy that will be implemented.

See Section 6.3, Implementation of Wellness Support or Strategy, for the minimum detail that must be included in the description of the strategy that will be implemented in the identified community.

Q76. What does the following statement in section 6.9 mean: "Providers must follow Consolidated Fiscal Report (CFR) Ratio-Value guidance which excludes equipment/property from the direct cost base." Also, what is CFR?

A76. The CFR is a Consolidated Fiscal Report and must be completed by service providers that receive funding to operate an OMH program, operate an OMH certified program or are authorized to operate an OMH program through a designation process.

Q77. I'm writing to ask for confirmation whether school districts are eligible applicants for the OMH's current RFP entitled "Promoting Wellness and Healing in Communities".

A77. See Answer #2.

Q78. Our organization holds its administrative operations in Orange County, but we intend to provide this service in Sullivan & Rockland Counties as well. Are we to notify the LGUs for each county we intend to serve or only the one where our organization is headquartered?

A78. See Answer #16.

Q79. Can you define the difference between applying as a nonprofit compared to a community partnership? If applying as a partnership, would there be one fiscal agent for the partnership? E.g., Can a university in partnership with a local/community NYC public elementary school be considered a community-based partnership?

A79. Only one organization may submit a proposal. The applicant must identify a minimum of one community partner. A university in partnership with a NYC public elementary school cannot be considered a community-based partnership. See Section 6.2.a for the description of a community-based partnership.

Q80. Are there page, word or character length limits for the sections of the template? Do these limits apply to the pdf attachment of the proposal narrative as well?

A80. There are no page, word or character limits for the proposal. Please use the proposal template located in the Event Comments and Attachments section of SFS to answer all questions in the proposal narrative and combine any supporting documents with the proposal template into one PDF.

Q81. What are allowable supporting attachments (including reference list, letters of support, sample materials, other)?

A81. The applicant is permitted to include supporting attachments. Supporting attachments are not required and will not enhance the applicant's score.

Q82. Are letters of support allowed for this grant?

A82. See Answer #43.

Q83. Are the TINRC services provided free of charge? If so, should costs associated with those services referenced in the grant be to cover event costs?

A83. Yes. While most TINRC opportunities are provided at no cost to NYS residents, for the purposes of this procurement, applicants should include the following costs for NYS TINRC activities as well as any additional costs for venue/food/other costs for the event:

- Attendance at Quarterly Networking Meetings by at least one member of the applicant's organization and at least one representative of the community partnership. No Cost.
- Attendance at the free Annual Conference by a member of the applicant's organization and by a representative of the community partnership. Costs for participant's travel.
- Hosting a "TINRC on Tour" - Regional listening tour. Must include a minimum of 30 participants. \$19,100 (This cost does not include expenses for venue/food/other supports for participants)
- Hosting a "Tending the Roots: Recognizing Trauma and Cultivating Wellness. Integrating Trauma-informed Principles in Work & Life" training. Participation. Must include a minimum of 30 participants. \$7,400 (This cost does not include cost for venue/food/other supports for participants)
- Participation of two applicant staff or community partners in the "Tending the Roots: Instructor Edition. Growing Trauma-Informed Communities". Costs for participant's travel.
- Completion of the TRUST / TRUST-S tool by the applicant's organization. No Cost.
- Promotion of Breath, Body, Mind™ Practice Sessions and attendance at a virtual informational session by a minimum of 2 individuals from the applicant's organization or from the community partnership. No cost.

The applicant's budget and budget narrative should specifically include costs to support both hosting and community participation in selected NYS TINRC activities. See Section 6.4 Engage with the NYS Trauma-Informed Network & Resource Center (NYS TINRC) and Section 6.9 Financial Assessment for further detail.

Q84. Is 7% of the project budget cap for subcontractors also applicable for consultants?

A84. No. The budget cap for sub-contract with content experts to create mental wellness materials does not apply to compensation for providing program activities that are part of implementation of the wellness strategy(ies) or for NYS TINRC activities.

Q85. Scope of 7% Sub-Contract Cap: Section 6.4 specifies that sub-contracts for mental wellness educational materials development must be capped at 7% of the total project budget. Does this 7% cap apply exclusively to mental wellness educational materials sub-contracts, or does it apply to all sub-contracted services throughout the project?

A85. See Answer #87.

Q86. Community Partner Compensation: If a community partner organization provides paid services to support project implementation (e.g., hosting events, delivering wellness programming, providing space), should they be classified as a subcontractor subject to the 7% cap, or are they considered collaborative partners exempt from this limitation?

A86. See Answer #87.

Q87. Definitions of Contracted Relationships: Could OMH provide clear definitions and examples to distinguish between the following types of compensated relationships for budgeting and reporting purposes:

- Sub-contractor (subject to 7% cap)
- Consultant/Independent contractor
- Community partner providing compensated services
- Vendor/purchased services

A87. The awardee is responsible for implementing all of the deliverables of this project. Awardees must work on the project with at least one community partner. Community partners are not responsible for implementation of the project and are not sub-contractors. Community partners may be compensated for specific supports they provide for the project, such as for use of a venue or for materials to support an event.

See Section 5.2, Objectives and Responsibilities, for the rationale for inclusion of at least one community partner and examples of community partners. See Section 6.2.d, for the information that must be included in describing the community partnership.

A sub-contractor is an entity that the awardee is paying to complete specific contract deliverables on behalf of the awardee. For purposes of this procurement, the awardee may only sub-contract with content experts to create mental wellness educational materials that are relevant to the community.

See Section 6.4, Promotion of Mental Wellness, for the information that an applicant must include in their proposal if they plan to sub-contract with content experts to create mental wellness educational materials that are relevant to the community.

The awardee may provide compensation (such as a stipends) for providing program activities that are provided as part of implementation of the wellness strategy(ies) or for NYS TINRC activities. The budget cap for sub-contracting with content experts to create mental wellness materials does not apply to compensation for providing program activities that are provided as part of implementation of the wellness strategy(ies) or for NYS TINRC activities.

The applicant must detail each of these expenses within the budget and provide justification for each expense within the budget narrative.

Q88. Multi-Year Fund Flexibility: If project funds are not fully expended in Year 1 or Year 2, can the remaining balance be carried forward to subsequent contract years, or must each year's \$250,000 allocation be fully spent within that specific fiscal year?

Q89. Quarterly Financial Report Format: Section 5.2 indicates that quarterly financial reports are required by the last day of the month following each quarter. Will OMH provide a standardized template for these financial reports, or should applicants develop their own format consistent with their accounting systems?

A88. Funds should be spent annually as awarded. If funds are not fully expended the provider may request a multi-year closeout.

Q89. Annual Audit and CFR Submission: Is there a requirement for annual Consolidated Fiscal Report (CFR) submission through the consolidated fiscal reporting system in conjunction with our organization's external audit? If such reporting is required, is the external audit fee considered an allowable cost under this grant?

A89. All funded providers are required to submit an annual Consolidated Fiscal Report (CFR) through CFRS Web, as outlined in the Fiscal Year 2024–25 CFR Manual (Revised August 2025). The CFR serves as the official year-end financial and programmatic report for each provider receiving funding or reimbursement from the New York State oversight agencies (OMH, OASAS, OPWDD, and SED).

The CFR must be submitted even if an organization also undergoes an external audit. These are separate reporting obligations:

- The external audit fulfills generally accepted auditing standards and federal OMB Uniform Guidance (2 CFR Part 200, Subpart F) for organizations expending \$750,000 or more in federal funds.

- The CFR fulfills state fiscal and program reporting requirements and must reconcile with the audited financial statements.

CFRS Web is the only accepted submission method — reports prepared outside the system are not accepted.

Here is a link to the manual and appendices:

https://www.oms.nysed.gov/rsu/Manuals_Forms/Manuals/CFRManual/home.html

Non-allowable expenses can be found in Appendix X.

Q90. Can you please clarify how you want expect programs to track performance. For example, should we plan to track for example:

- **Persons directly served**
- **Persons served through community wide approaches such as advertising and social media**
- **Wellness supports implemented**
- **Activities provided and attendance at them**
- **Increased collaboration**
- **measures of impact of activities**
- **Anything else?**

A90. See Answer #27.

Q91. We plan to apply with a partner for the Promoting Wellness and Healing in Communities. Both nonprofit organizations will be responsible for significant portions of implementation, but we would be the lead applicant. Would this be considered a partnership, as defined in 6.2a in the Proposal Narrative template? If so, should we refer to our partner as a sub-awardee? Do we need to include anything additional in our application to outline the fiscal relationship, outside of a Letter of Intent from the additional organization? The budget template does not give the option to submit a subaward budget. How should those costs be itemized in the template provided (instead of putting it all in contractors).

A91. Only one applicant may submit a proposal. Another nonprofit organization may be identified as a community partner. Awardees may only execute sub-contracts with content experts to create mental wellness educational materials. Community partners are not responsible for implementation of the project and are not sub-contractors or sub-awardees. Community partners may be compensated for specific supports they provide for the project, such as for use of a venue or for materials to support an event. See question 87 for additional details.

Q92. Can you clarify the contract period start and end dates?

A92. The contract start date is 7/1/2026, contracts are for a 3-year period and will end 6/30/2029.

Q93. Can a program commence early, closer to the award date, if the program is able to be functional?

A93. No, only expenses incurred during the contract period are eligible for this grant.

Q94. Is the first year of funding a full year or prorated?

A94. Funding will not be prorated; Annual values will be split over 4 quarters evenly and will be paid at the beginning of each quarter for 3 full years.

Q95. Do funding years run as formal calendar years?

A95. Contracts begin on 7/1/26. For NYC awardees the funding will be on a 7/1-6/30 fiscal year and will cover 3 full fiscal years. For non-NYC awardees the funding will be on a 1/1-12/31 fiscal year, the funding will still cover 3 years, but technically will be issued over 4 fiscal years (six months in year 1, two full years, and six months in year 4)

Q96. If the identified “community” to be served is a specific geographical area (i.e., county), but there are specific target populations for enrollment (i.e., referred youth); can the mental health and wellness supports be targeted to only the explicitly enrolled population or does it need to be the entire “community?”

A96. See Answer #28.

Q97. For community partnerships, do you need formal MOU’s/MOA’s?

A97. See Answer #42.

Q98. Are there any specific formatting guidelines for the proposal narrative beyond the SFS Attachment Guide cited in Section 6? Specifically, are there any fonts, font sizes, page limits, etc. for the narrative?

A98. No, there are no other guidelines other than the attachment guidelines.

Q99. How would I identify the LGU for our area and the community we will propose to serve? Is there a directory? We are connected to the Assemblyman's office and various Districts offices as well as local community boards. Would any of them qualify as an "LGU"?

A99. The LGU notification should be sent to the County Local Mental Hygiene Director. The directory is linked in the applicant checklist on page iii of the RFP.

Q100. Is the word limit to the answers on the proposal template?

A100. No.

Q101. For the partners, I saw the list of examples on 5.2. I wanted to clarify if DoE public schools are an option?

A101. See Answer #50.

Q102. Our organization would like to partner with at least one other CBO to address the trauma of housing insecurity and displacement in our rural county. The planned outcome would be increased resilience and new community strategies for supporting residents experiencing this particular upheaval in their lives. Does this rough description

sound like it would fit within the scope of the Promoting Wellness and Healing in Communities opportunity?

A102. See Section 5.1, Introduction, for the goals of this project and Section 5.2, Objectives and Responsibilities, for a description of the requirement of a community partner (s) and examples of wellness strategies.

Q103. How does a program become designated as trauma-informed? Is that based on a certification/training of the program's staff? A particular approach used to design/to deliver the program to community participants? Both? Something else?

A103. This project does not require that a program become designated as trauma-informed. See Section 5.1 Introduction for the goals of this project. See Sections 6.3 Implementation of Wellness Support or Strategy, 6.4 Promotion of Mental Wellness and 6.5 Engage with the NYS Trauma-Informed Network & Resource Center (TINRC) for the specific components that must be implemented through this project.

Q104. What is a typical model for providing trauma-informed services?

A104. This project is not focused on providing trauma-informed services. See Section 5.1 Introduction for the goals of this project. See Sections 6.3 Implementation of Wellness Support or Strategy, 6.4 Promotion of Mental Wellness and 6.5 Engage with the NYS Trauma-Informed Network & Resource Center (TINRC) for the specific components that must be implemented through this project.

Q105. What are the expected results and deliverables for a successful program that fosters community resilience/wellness?

A105. The applicant is responsible for describing how they will measure success/impact of the project. See Section 6.3, Implementation of Wellness Support or Strategy, for the details that must be included in the plan for implementation of a wellness support or strategy.

Q106. Are there specific benchmarks or KPIs agencies should aim for beyond enrollment numbers?

A106. See Answer #27.

Q107 Would a successful program take the shape of a series of events for the community?

A107. It is expected that the applicant will work with their community partner(s) to identify the wellness strategy(ies) that will work best for the identified community. See Section 6.3, Implementation of Wellness Support or Strategy, for the details that must be included in the plan for implementation of a wellness support or strategy.

Q108. Are there programs currently running in NYS that would fit this model of delivery and intended goals? If so, what are those programs?

A108. This project is modeled on SAMHSA's ReCAST grants. <https://www.samhsa.gov/mental-health/trauma-violence/recast>.

Q109. How would an agency measure a community's current level of resilience so as to compare that baseline to the resilience built through the program?

A109. The applicant is responsible for describing how they will measure success/impact of the project. See Section 6.3, Implementation of Wellness Support or Strategy, for the details that must be included in the plan for implementation of a wellness support or strategy.

Q110. The RFP underscores the importance of reporting program activity to OHM. What are the reporting requirements like (how frequent, what sort of data reported, etc.)?

A110. See Answer #27.

Q111. Will OMH provide standardized tools or frameworks for measuring participant progress and program impact?

A111. See Answer #27.

Q112. Is there anticipated possibility for renewal/extension of the grant to ensure the program continues after three years?

A112. See Answer #23.

Q113. What specific information should be included in the notification of intent to apply to Local Government Units? Is there a timeframe by which notice of intent to apply must be given?

A113. Applicants should notify the LGU of your organization's intent to apply for the RFP. There is no specific standard of what should be included in the notification. The notification must be included in your proposal submission in SFS so it must be done before you submit your proposal. The proposal deadline is indicated in Section 2.2 Key Events/Timeline of the RFP.

Q114. Can Institutes of Higher Education apply for this funding?

A114. Yes, Institutions of Higher Learning are eligible to apply. See Section 6.2, Applicant Qualifications and Project Structure for other criteria that the applicant must meet.

Q115. In the 3-year budget is it possible to include COLA increases for payroll? If yes how?

A115. The budget must be kept flat. The total budget cannot exceed \$250,000 each year. You can increase salaries for COLA but the COLA must be held within the \$250,000 of funding each year.

Q116. In the budget can there be a line for retention recruitment \$'s

A116. Yes, there can be a line for retention and recruitment dollars.

Q117. If an applicant is not currently participating in Trauma-Informed Network and Resource Center meetings will that count against them in the Point system rating and application? Will you be penalized if you have not been attending

A117. No. There is no requirement that an applicant is currently participating in the Trauma-Informed Network and Resource Center activities. See Section 6.2 Applicant Qualifications and Project Structure for a description of criteria the applicant must meet.

Q118. If an applicant is not currently participating in OMH quarterly meetings will that count against them in the Point system rating and application? Will you be penalized if you have not been attending

A118. No. There is no requirement that an applicant is currently participating in OMH quarterly meetings. See Section 6.2 Applicant Qualifications and Project Structure for a description of criteria the applicant must meet.

Q119. In the budget, can you put more than 1 fte for the same position (more than one staff) on the same line, or do you need to put them on separate lines?

A119. FTEs for the same position can be on the same line.

Q120. Is there a cost to hosting TINRC events, trainings,...

A120. See Answer #83.

Q121. Is it acceptable to include a line in the budget for providing concrete supports?

A121. Yes. The applicant may include a line in the budget for providing assistance that is directly related to the deliverables. The applicant must detail each of these expenses within the budget and provide justification for each expense within the budget narrative. OMH will work collaboratively with each Awardee to ensure that proposed concrete supports are directly tied to the deliverables.

Q122. How do we calculate fringe for the budget?

A122. The applicant's fringe rate is not determined by OMH. To calculate the fringe in the budget, complete Section B Itemized Staffing Plan. The total of salaries will populate in line 20 of section A. Then you can enter your organization's fringe rate as a percentage on line 21 and the formula will calculate the amount of funding based on the salaries in line 22.

Q123. We see that awardees will be responsible for working with the NYS TINRC. Is the relationship with the NYC TINRC brokered for awardees after the grant has been awarded or do we need to have an established relationship with NYS TINRC?

A123. It is not required that applicants have an established relationship with the NYS TINRC prior to submitting a proposal. See Section 6.5.a, 6.5.b and 6.5.c for the details that the applicant must include in their proposal.

Q124. In Question 6.5. of the proposal template, we see that applicants must provide a detailed plan and timeline to complete a number of items, including "hosting a presentation by NYS TINRC staff for the applicant and their partners." Can this annual presentation be conducted as part of a larger community event or does it need to be a stand-alone event?

A124. There is only a requirement in Year 1 for "hosting a presentation by NYS TINRC staff for the applicant and their partners." This presentation must be a stand-alone event.

Q125. Does the “annual presentation by NYS TINRC staff for the applicant and their partners” need to be in person, or can it be virtual? We are trying to determine if we need to allocate meeting expenses (event space, supplies, catering, etc.) for this component of the grant.

A125. There is only a requirement in Year 1 for "hosting a presentation by NYS TINRC staff for the applicant and their partners." This presentation must be done in person. The applicant may include meeting expenses in the budget. See Answer #84.

Q126. We wanted to get some clarity regarding the “Tending the Roots” training and “NYS TINRC on Tour.” We see that we need to indicate if we intend to attend, and the amount of funding included our budget to support the training. In what location do these trainings take place? We are trying to get a sense of what budget items (and at what dollar amount) will be required. Please provide guidance if possible.

A126. See Answer #83.

Q127. We see that we must identify a minimum of three NYS TINRC activities that the community partnership will complete in Year 2 and in Year 3. Is the “community partnership” the awardee? Also, can you please clarify what a NYS TINRC activity is? Is it one of the “Wellness Supports or Strategies” (arts activities, meditation or movement practices, intergenerational programs, etc.)? If it’s something else, can you direct us to a list?

A127. For purposes of this procurement the community partnership is the awardee and the awardee's community partners. See Answer #51 for a description of NYS TINRC activities.

Q128. Pg 25: 6.4 Promotion of Mental Wellness- states “The budget for the subcontract. The subcontract must be capped at 7% of the total project budget” Please clarify if the 7% cap is the total amount allowed for subcontractors across all grant activities, or if the 7% cap is exclusive to using a subcontractor for the development of Promotion and Mental Health Materials?

A128. See Answer #87.

Q129. Is there a minimum number of individuals to be served directly by this project?

A129. OMH acknowledges that there may be a phased process of implementation. The Applicant will reflect in its response the intended plan for reasonably ramping up participation in the project activities. OMH will work collaboratively with each Awardee to identify project specific outcomes/performance indicators around participation.

Q130. \$250,000 annually is the award cap – is there an award floor for proposals?

A130. No. There is not an award floor for proposals.

Q131. Are stipends or small sub-awards to community partners with an implementation role allowed?

A131. See Answer #87.

Q132. Are stipends to individual participants for their time and participation allowed?

A132. No. Stipends may not be provided to individual participants for their time and participation.

Q133. Can projects identify both a primary and secondary community?

A133. No. It is expected that the project will be community-based working within a specific identified community and with community partners within that community.

Q134. Will selected applicants retain ownership of the Mental Wellness Educational Materials that are developed through this project?

A134. No. The Office of Mental Health will retain ownership of Mental Wellness Educational materials that are developed through this project.

Q135. In SFS, for the “Site/Project Address,” for this community-based project, Would OMH prefer that applicants provide the address of the applicant’s headquarters AND also (if SFS interface allows) several addresses across the community where some of the program’s activities will or MAY occur (for example, via field- and partnership-based community-wellness promotion activities)? If the finalized locations will be determined post-award, following structured collaboration/feedback/input sessions from partners, does OMH prefer applicants to include a SAMPLING of TENTATIVE locations beyond the applicant’s headquarters?

A135. Applicants can enter the address of their home office or headquarters. Please be sure to identify the county or counties to be served in the proposal template as indicated even if you are unsure of the exact address at the time of application.

Q136. In SFS, following the “Period Details—1” hyperlink, the “Create Bids” dialog box that pops up indicates Period 1 is from 9/30/2025 to 7/1/2026. What is the significance of this 9-month period (and [how] should this period impact applicants’ bidding decision-making)?

A136. These dates are the issue date of the RFP (9/30/25) and the start date of the contract (7/1/26) they represent the “Bid Event Period.” There is no significance to applicants.

Q137. The RFP p26 (6.9, Financial Assessment) and SFS Question 2 refer to uploading a budget template called “Appendix B”. Are applicants correct in understanding that the single-tab Excel file called, “3_yr_Budget_Template.xlsx” located within the “Event Comments and Attachments” area of SFS is the only Excel sheet to be uploaded and the same thing as the “Appendix B” that is mentioned? Would OMH like applicants to save and label the budget file with the name “3-Year Budget Appendix B” when uploaded in response to SFS Question 2?

A137. Correct, the 2 Excel File “3_yr_Budget_Template.xlsx” is the budget template that should be completed and uploaded in response to Question 2 as the budget or “Appendix B”. OMH has no preference on what you name your file as long as it falls within the constraints of the SFS Attachment Guide. Many applicants name their files “name of applicant budget”.

Q138. The RFP p27 (6.9, Financial Assessment) indicates that “Any travel costs included in the Budget must conform to New York State rates for travel reimbursement.” Is it

correct that for mileage driven in service to program goals NY State accepts the IRS reimbursement rate for mileage (for example, in 2025, \$0.70 per mile)?

A138. Yes, this is correct.

Q139. In SFS, General Event Questions, following the “DUNS Number” indicator, does OMH wish applicants to still enter its DUNS number, or does OMH prefer (and does SFS field allow) that applicants enter their UEI number, which has since replaced the DUNS number in some circumstances?

A139. The DUNS Number is not a required field. If you have one, you are more than welcome to enter it, but it is not required.

Q140. The RFP notes that engagement activities with TINRC are allowable costs. Could OMH clarify whether there is an expectation that the applicant fully fund the TINRC staff’s travel/presentation costs, or are there other resources available to cover this?

A140. See Answer #83.

Q141. Are there specific expectations or deliverables for these TINRC engagements (e.g., number of participants, follow-up reporting)?

A141. The specific expectations for participation in NYS TINRC activities depend upon the activity.

- Attendance at Quarterly Networking Meetings - Minimum expectation is attendance by a member of the applicant’s organization and a representative of the community partnership at each Quarterly meeting.
- Attendance at the free Annual Conference - Minimum expectation is attendance by a member of the applicant’s organization and a representative of the community partnership.
- Hosting a “TINRC on Tour” - Regional listening tour. Minimum expectation is 30 in attendance.
- Hosting a “Tending the Roots: Recognizing Trauma and Cultivating Wellness. Integrating Trauma-informed Principles in Work & Life” training. Minimum expectation is 30 in attendance.
- Participation of two applicant staff or community partners in the “Tending the Roots: Instructor Edition. Growing Trauma-Informed Communities”. Minimum expectation is that two applicant staff or community partners attend and complete all parts of the training.
- Completion of the TRUST / TRUST-S tool. Minimum expectations are that the applicant's organization completes the tool.
- Promotion of Breath, Body, Mind™ Practice Sessions and attendance at a virtual informational session by a minimum of 2 individuals from the applicant's organization or from the community partnership.

OMH will work collaboratively with each Awardee to identify project specific outcomes/performance indicators that will be submitted to OMH on a quarterly basis.

Q142. Are there any reporting templates or expectations for documenting TINRC activities beyond what is outlined in the quarterly/annual reports?

A142. See the description of “Data Collection, Reporting and Evaluation” in Section 5.2 Objectives and Responsibilities for a description of what is required in the quarterly and annual

progress reports. In addition, OMH will work collaboratively with each Awardee to identify project specific outcomes/performance indicators that will be submitted to OMH on a quarterly basis.

Q143. Does the state allow this program to be implemented as an extension of an existing program, or must it be developed as a completely new and separate program?

A143. See Answer #64. Yes. This funding may be used as an expansion of existing wellness programs. This grant is not focused on licensed providers, nor is it intended to support or expand the provision of Medicaid reimbursed services. It may not be used to expand clinical services. See Section 5.1, Introduction, for information about the goals of the project. See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet. It may not be used to expand clinical

Q144. If implemented as an extension, are there restrictions on how funds can be allocated between program staffing, family support services, or other operational costs?

A144. This grant may not be used as an extension of current clinical services. This grant is not focused on licensed providers, nor is it intended to support or expand the provision of Medicaid reimbursed services. See Section 5.1, Introduction, for information about the goals of the project. Also, see Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet.

Q145. Are there any restrictions on using funds for concrete needs for families (e.g., basic necessities)?

A145. See Answer #121.

Q146. The RFP states that unallocated awards may be redistributed to other regions. Can the state clarify the timeline and process for redistribution, should it occur?

A146. If the number of desired awards listed in Section 2.2 and Section 4.3.1 is not reached in a region, the remaining awards allocated for that/those regions will be redistributed for additional awards to the other regions (one award per region to the highest scored remaining proposals) in order of Western Region, Central Region, Hudson River Region, NYC Region, Long Island Region. The above redistribution will continue until the total number of available awards have been made. Redistribution of awards to other regions may result in the number of awards per region exceeding the total number of awards per region listed in the table. For example, if there are only 7 passing applications in the New York City Region, the remaining award (8 are requested for NYC) would go to the 4th highest score in the Western Region (assuming there are already 3 awards in the Western Region given to the 3 highest scoring applicants).

Q147. The RFP notes that awards will be distributed by region based on population percentages, with three awards allocated to the Western Region. Can OMH please clarify whether applicants are required to serve all counties within a region, or if proposals may focus on a single county or a defined subset of the region?

A147. See Answer #44.

Q148. Is it permissible for the same applicant to apply for or receive more than one award within the same region (for example, to implement separate projects in different counties within that region), or is each applicant limited to a single award statewide?

A148. See Answer #16.

Q149. The RFP requires awardees to report on the number of individuals who participate in or are impacted by the implementation of the wellness strategy. Can OMH please clarify whether there is an expected or recommended number of participants to be served annually or over the three-year contract period? If not, will proposals be evaluated in part on the scale or reach of the proposed project?

A149. See Answer #27.

Q150. Could you please clarify the role of a subcontractor? Specifically, if we collaborate with another agency on program activities, would they be considered a subcontractor or a partner?

A150. See Answer #87.

Q151. Are joint proposals permitted? If so, could you please outline any specific requirements or limitations for submitting a joint proposal with another agency? Are joint proposals limited by the 7% subcontractor limit?

A151. Only one organization may submit a proposal. The applicant must identify a minimum of one community partner.

See Section 6.2, Applicant Qualifications and Project Structure, for further detail about applicant qualifications. See Answer #87.

Q152. Will the proposal be evaluated on the selection of the target community? Does OMH have preference for any community over another?

A152. No. See Section 4.1, Evaluation Criteria, for the criteria that will be used in scoring applications. See Section 6.2.c, Applicant Qualifications and Project Structure, for details regarding description of the identified community.

Q153. Is it expected that individuals will return for services on an ongoing basis, or is it possible for individuals to participate in programming on a drop-in basis?

A153. Yes, it is possible for individuals to participate in programming on a drop-in basis. It is expected that participation will vary dependent upon the nature of the wellness strategies.

Q154. Must a community partner be a wholly separate entity with a different EIN from the awardee? Can a partner be a separate program under the same agency or of the same affiliation? Can a partner be a church that is affiliated with the faith-based agency? (RFP p. 23)

A154. Yes. A community partner must be a wholly separate entity from the awardee. No. A community partner may not be a separate program under the same agency or of the same affiliation.

Q155. What qualifies as a community partnership? Does it require allocating funding to the partner? Is cross-promotion of wellness activities sufficient to qualify a partnership?

A155. Community partners must be involved in planning and implementation of all components of the project. Please see Section 6.2, Applicant Qualifications and Project Structure, for a description of a community partnership and for the details that must be included.

Q156. Is there a prescribed format or procedure that applicants must follow when notifying the local government unit for the county (ies) to be served under this application?

A156. No, there is no required format other than notifying the LGU(s) of your intent to apply.

Q157. Must funding be used for new activities and programs, or can awards under this procurement fund pre-existing programming?

A157. See Answer # 64.

Q158. Please confirm that the awarded organization may use an Administrative & Overhead rate and will not be required to itemize A&OH expenses.

A158. Correct, the awarded organization may use an Administrative & Overhead rate and will not be required to itemize A&OH expenses. The rate cannot exceed 15%.

Q159. Given expectations of annual inflation, is there flexibility in annual budget levels as long as the total 3-year budget is \$750K?

A159. No. The goal is to expend your annual budget by the end of each contract year. If you do not you may request a multi-year closeout.

Q160. Is there a limit on the number of awards made to one agency? Can an agency submit applications for more than one region or multiple applications for the same region?

A160. See Answer #16.

Q161. If the use of this grant is to continue an existing program which may need alterations to the program model, in order to more fully comply with this funding, what is the window of time between award and implementation of the adjustments to the program model, in order to remain compliant?

A161. The applicant must include a timeline for implementation of the Wellness Strategy or Support in Year 1.

See Section 6.3, Implementation of Wellness Support or Strategy, for the minimum detail that must be included in the description of the strategy that will be implemented in the identified community.

Q162. Are partnerships between multiple organizations encouraged or required?

A162. Yes, an applicant may partner with multiple organizations and should endeavor to include several community partners in the project. See Section 6.2, Applicant Qualifications and Project Structure, for a description of a community partnership and for the details that must be included.

Q163. Does the state have specific expectations or requirements regarding the role of the applicant's community partners or the nature of the relationship?

A163. See Answer #155.

Q164. Are letters of support needed from the community partner(s)?

A164. See Answer #43.

Q165. Can applicants propose projects that complement or expand existing OMH-funded programs?

A165. Yes. Existing wellness strategies may be expanded or enhanced through this funding. This grant is not focused on licensed providers, nor is it intended to support or expand the provision of Medicaid reimbursed services. See Section 5.1, Introduction, for information about the goals of the project. See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet. See Section 5.2, Objectives and Responsibilities - Implementation of a wellness support or strategy for examples. See Section 6.4 Implementation of Wellness Support or Strategy for a description of criteria that must be met in the applicant's plan.

Q166. Are there restrictions on how the annual \$250,000 can be allocated (e.g., staffing vs. programming vs. indirect costs)?

A166. No, there are not restrictions on how the annual \$250,000 can be allocated other than 15% cap on indirect costs.

Q167. What does "engage with the NYS Trauma-Informed Network & Resource Center" entail in practice? Is there a formal partnership or training requirement?

A167. See Answer #51.

Q168. Will OMH provide standardized tools or frameworks for data collection and reporting?

A168. See Answer #27.

Q169. How narrowly do we need to define the population? Does the population need to be defined by borough? By age? By other demographics? Is "Youth in NYC" specific enough? Would it need to be a specific subset of youth in NYC (e.g. in foster care, formerly in foster care, anyone with current or former child-welfare involvement)?

A169. See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet with regards to identifying the community that will be served through the project. For the purposes of this procurement the community must be within a geographic community. It is expected that the project will be community-based working within a specific identified community and with community partners within that community.

Q170. For community partners: Would partnerships with other programs within our larger organization suffice for this requirement or is the community partner required to be from an external organization?

A170. No. A community partner may not be a separate program under the same agency or of the same affiliation. A community partner must be a wholly separate entity from the awardee. See Section 6.2, Applicant Qualifications and Project Structure, for a description of a community partnership and for the details that must be included.

Q171. For section 6.5: Host a presentation by NYS TINRC staff for the Applicant and their partners. Are there any more details about what this entails? Do you have an expected number of participants? Is there a requirement for us to provide physical space for this purpose?

A171. See Answer #51. Yes, the awardee should provide a physical space for the presentation.

Q172. Are 501(c)(3) designated colleges and universities eligible as main applicants?

A172. See Answer #10.

Q173. Is there an application limit per organization? For example, if multiple faculty are proposing different projects but they are from the same department or university?

A173. See Answer #16.

Q174. Are stipends for students considered an allowable cost to include in the budget? For example, student interns would be recruited as a cohort that would be trained and utilized to provide trauma informed services. We would then pay them a stipend to honor their labor as part of their social work clinical internship.

A174. No. Stipends for students is not considered an allowable cost. This project is not focused on providing trauma-informed services. See Section 5.1 Introduction for the goals of this project. See Sections 6.3 Implementation of Wellness Support or Strategy, 6.4 Promotion of Mental Wellness and 6.5 Engage with the NYS Trauma-Informed Network & Resource Center (TINRC) for the specific components that must be implemented through this project.

Q175. Are the indirect costs included in the \$750,000 total request or are they added on top of the \$750,000 total request?

A175. Indirect costs must be included in the applicant's total request. The applicant must detail these expense components within the budget and the budget narrative.

Q176. For the community partners' compensation, under which line item (consulting services, other, etc.) do we put their costs in the provided Budget Template?

A176. Consulting Services

Q177. For the subcontractors' compensation, under which line item (consulting services, other, etc.) do we put their costs in the provided Budget Template? Do we include their indirects within their line item?

A177. The applicant should put their total costs for allowable sub-contracting in the budget template under consultants, indirects included. See Answer #87.

Q178. Do community partners need to provide any documentation to the state or within the proposal application at the time of application submission?

A178. No, nothing is needed from community partners at the time of submission, however documentation may be required for the contract.

Q179. Do subcontractors need to provide any documentation to the state or within the proposal application at the time of application submission?

A179. No, nothing is needed from subcontractors at the time of submission, however documentation may be required for the contract.

Q180. "All applicants must be registered with the New York State Statewide Financial System (SFS) and all Not-for-Profit agencies must be prequalified prior to New York State Office of Mental Health (OMH) proposal submission. Not-for-profit organizations must Register as a vendor with the Statewide Financial System and successfully Prequalify to be considered for an award." Do community partners (not the lead applicant) need to be registered in NYS SFS, Prequalified, and registered as a vendor at time of proposal submission?

A180. No, only the applicant must be registered and prequalified in SFS.

Q181. "All applicants must be registered with the New York State Statewide Financial System (SFS) and all Not-for-Profit agencies must be prequalified prior to New York State Office of Mental Health (OMH) proposal submission. Not-for-profit organizations must Register as a vendor with the Statewide Financial System and successfully Prequalify to be considered for an award." Do subcontractors (not the lead applicant) need to be registered in NYS SFS, Prequalified, and registered as a vendor at time of proposal submission?

A181. No, only the applicant must be registered and prequalified in SFS.

Q182. Are Letters of Support or Letters of Collaboration allowed as part of the application (especially from community partners or subcontractors)? If so, where can these be uploaded in the portal?

A182. See Answer #43.

Q183. When the RFP asks applicants to "Describe how your organization manages its operating budget" - are they referring to the whole organization's operating budget or the specifically proposed project's "operating budget"? We believe the specifically proposed project budget but we want to clarify.

A183. The specifically proposed operating budget.

Q184. Are the MWBE Utilization Plan and proof of Participation Opportunities for New York State Certified Service-Disabled Veteran Owned Business due at the time of

proposal submission (December 2)? If so, where should they be attached in the portal? Also, if required at time of proposal, what should we include to show “good faith efforts” proof of Participation Opportunities for New York State Certified Service-Disabled Veteran Owned Business?

A184. No, they are not due at the time of submission.

Q185. “The Applicant will be required to submit a Minority and Women-Owned Business Enterprises and Equal Opportunity Policy Statement, to the State Contracting Agency with their bid or proposal. To ensure compliance with this Section, the Applicant will be required to submit with the bid or proposal an Equal Opportunity Staffing Plan (Form # to be supplied during contracting process) identifying the anticipated work force to be utilized on the Contract.” Is the “Minority and Women-Owned Business Enterprises and Equal Opportunity Policy Statement” due at the time of proposal submission in addition, is there a template or form for it and where do we upload it? Also, is the Equal Opportunity Staffing Plan due at the time of proposal submission and if so, where can we find the form? It is not currently included in the portal.

A185. No, they are not due at the time of submission.

Q186. Where can we find guidance on allowable and unallowable costs for grants from NYS OMH? If no guidance document is available, can you please outline the allowable and unallowable costs for this specific RFP?

A186. The CFR manual Appendices F & X.

Q187. Under the required items that must be budgeted for in this proposal, “Hosting NYS TINRC “TINRC on Tour” event” and “Costs related to engagement activities with NYS TINRC such as hosting “Tending the Roots” training, hosting “TINRC on Tour”, participation in BBM trainings” are included. How much should we budget for these activities? We need more information on the scope of the TINRC event and other training to understand how much to budget.

A187. See Answer #83.

Q188. Page 20 of the RFP states that several of the trainings are free, including: “Tending the Roots: Recognizing Trauma and Cultivating Wellness Integrating Trauma-informed Principles in Work & Life” and “Tending the Roots: Instructor Edition. Growing Trauma-Informed Communities”. However, the RFP tells us to budget for these training sessions even though they are noted as free. Can you please explain what we do here?

A188. See Answer #83.

Q189. Is there a cap on personnel salaries?

A189. No. The Applicant is required to describe the proposed staffing resources, experience and qualifications needed to support the program. The staffing structure and salaries should be commensurate with the deliverables outlined in this project.

Q190. Can you clarify the 7% budget cap for content experts? Is there a cap for all partnerships (community partner payment and subcontracts) or only for mental health

content expert subcontractors? We'd like to ensure we are allocating enough for all partner/subcontractor organizations that will be part of and paid through the project.

A190. See Answer #87.

Q191. Are there specific personnel titles we should be using? For example, Project Director, Project Coordinator, etc.

A191. No. The Applicant is only required to describe the proposed staffing resources, experience and qualifications needed to support the proposed project.

Q192. Are incentives allowed for participants and, if so, are there definitions or restrictions for what these could be?

A192. No. Incentives are not allowable costs.

Q193. Is the purchase of food allowed for any program activities? If so, are there any restrictions or requirements for whom we can engage with to provide food?

A193. Yes. The purchase of food is allowed for program activities. The applicant must detail each of these expenses within the budget and provide justification for each expense within the budget narrative. These expenses require budget and program approval.

Q194. Are stipends and/or honoraria approved to retain the services of guest speakers, cultural wisdom holders, and related experts?

A194. Yes. See Answers # 60 and #87.

Q195. Are there specific restrictions for what is allowed or not allowed?

A195. See Answer #186.

Q196. How are culturally grounded activities valued and reviewed to include in the program application?

A196. The applicant should work with their community partner(s) to identify which wellness strategies will be implemented in their community.

Q197. Are funded program expected to reach all areas within a service region, or can a program focus on a specific community or groups within the region?

A197. See Answer #44.

Q198. Is retaining of an outside evaluator required, allowed, and/or prohibited?

A198. Yes, an applicant may retain an outside evaluator for the purpose of evaluating the impact of the project. The applicant must detail each of these expenses within the budget and provide justification for each expense within the budget narrative.

Q199. Is there an approved administrative rate for a funded organization?

A199. The indirect cost/administrative overhead rate is capped at 15%.

Q200. How can we identify the contact person and information for the LGU so we can notify her/him/them that we are interested in applying for this grant?

A200. See Answer #99.

Q201. Are subcontracts possible or allowed? If so, are there any relevant guidelines to follow?

A201. See Answer #87.

Q202. Is there a requirement for matching funds?

A202. See Answer #26.

Q203. Can a program offer and pay for travel costs for presenters, program staff, and/or participants?

A203. Yes, any travel costs included in the Budget must conform to New York State rates for travel reimbursement.

Q204. Could you please confirm whether LGUs and other applicants are permitted to submit more than one proposal under RFP #OMH150, either for distinct communities or in partnership configurations?

A204. No, an agency or organization may not submit more than one proposal. It is expected that the project will be community-based working within a specific identified community and with community partners within that community. See Section 6.2 Applicant Qualifications and Project Structure for the criteria that the applicant must meet with regards to identifying the community that will be served through the project.

Q205. Could you please clarify whether there are any limits on subcontractor funding beyond the 7% cap specified for educational content experts in Section 6.4, or if subcontractor budgets may vary depending on project design?

A205. See Answer #87.

Q206. Can an organization submit more than one proposal to serve more than one geographic area?

A206. See Answer #16.

Q207. Must the LGU notified be a “Local Mental Hygiene Director” as listed here: https://www.clmhd.org/contact_local_mental_hygiene_departments/? Or can applicants notify a different local governmental unit of their intent to apply?

A207. LGU notification should be sent to the County Local Mental Hygiene Director.

Q208. Should subcontractors be included under the “Other” line of the budget template?

A208. Subcontractors be included under the “Consultants” line.

Q209. Is subcontracting with “content experts to create mental wellness materials that are relevant to the community” the only type of subcontracting allowed? Can an applicant compensate community partners as subcontractors as well?

A209. See Answer #87.

Q210. Are participant stipends an allowable cost?

A210. See Answer #132

Q211. Regarding the requirement “Notification of intent to apply was sent to local government unit and proof has been uploaded in SFS,” does OMH have a preferred form of “proof”?

A211. A copy of the sent email or letter will suffice.

Q212. Relatedly, beyond a notification of the intent to apply, does the applicant need to receive approval from the LGU in order to submit an application? And if so, should this approval be in a designated format, such as a letter of support?

A212. No, notification to the LGU is all that is required.

Q213. Should the applicant provide a letter of support, commitment, or other documented agreement from the designated Community Partner?

A213. See Answer #43

Q214. Can the time of fiscal or other staff responsible for financial reporting and/or managing the grant be included in the budget?

A214. See Answer #70.

Q215. Can the other line in the budget be used for unanticipated/unexpected expenses?

A215. Yes, the other line in the budget can be used for unanticipated/unexpected expenses.

Q216. Can the budgets for years 1, 2, 3 be different from each other?

A216. Yes, but will require contract amendments if moving more than 10% between Non-Personnel Services and Personnel Services.

Q217. Is there a deadline for LGU Notification?

A217. See Answer #113.

Q218. What are the minimum and maximum expectations regarding the size of the population of the community being served.

A218. There is not a minimum expectation for the size of the population of the community being served. See Section 6.2, Applicant Qualifications and Project Structure, for criteria that the applicant must meet.

Q219. Can a community partner be a subcontract?

A219. See Answer #87.

Q220. Is it the expectation that the community partner receives some level of funding?

A220. No. There is not an expectation that a Community Partner receives some level of funding.

Q221. Does OMH require a specific percentage for administrative or indirect costs, or may applicants propose their own rate (e.g., 12%)?

A221. See Answer #199.

Q222. Are there disallowed costs (e.g., stipends, food, art supplies) that applicants should plan around?

A222. See answer #186.

Q223. Is match funding required, or will the award cover the full project cost?

A223. See Answer #26.

Q224. Can personnel costs include both staff and contracted facilitators, or must all roles be employees of the lead agency?

A224. Contracted costs would be OTPS.

Q225. Can a licensed cannabis dispensary (for-profit entity) apply directly as the lead applicant, or would we need to partner under a nonprofit fiscal sponsor or community-based organization to meet eligibility requirements?

A225. Yes. a for-profit entity may submit an application. See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet.

Q226. Are applicants permitted to apply jointly (e.g., for-profit + nonprofit partnership), and if so, how should fiscal management and reporting be handled within SFS?

A226. No. Only one organization may submit a proposal. The applicant must identify a minimum of one community partner. See Section 5.2, Objectives and Responsibilities, for examples of community partners. See Section 6.2, Applicant Qualifications and Project Structure, for the criteria that the applicant must meet with regards to identifying their community partner (s).

Q227. Does OMH have any restrictions or guidance concerning applicants with retail operations (such as dispensaries) when programming focuses on mental-wellness or trauma-informed community education rather than cannabis sales?

A227. See Answer #225.

Q228. Would community-wellness initiatives that include art, movement, mindfulness, and cultural storytelling — framed through the lens of healing and equity — meet the definition of a “trauma-informed community wellness strategy”?

A228. There are many wellness supports and strategies that may be used in this project. It is expected that the applicant will work with their community partner(s) to identify the wellness strategy(ies) that will work best for the identified community. See Section 6.3, Implementation of Wellness Support or Strategy, for the details that must be included in the plan for implementation of a wellness support or strategy.

Q229. Can funds be used to support event-based programming (e.g., workshops, wellness days, pop-ups, community dialogues) as long as the intent is education and resilience-building, not commerce?

A229. See Answer #228.

Q230. Are marketing, outreach, and communications expenses eligible if they are directly tied to promoting wellness participation and education within the community?

A230. Yes. Expenses for marketing, outreach, and communications may be included in the applicant's budget provided these costs are directly tied to the project deliverables. The applicant must detail each of these expenses within the budget and provide justification for each expense within the budget narrative.

Q231. What level of documentation or proof of partnership is required — would Memorandums of Understanding (MOUs) or letters of support suffice?

A231. See Answer #42.

Q232. Does OMH require applicants to be prequalified in the Statewide Financial System (SFS) by the proposal deadline, or can SFS registration be completed concurrently with application review?

A232. All not-for-profits must be prequalified in SFS before they can submit an application. If you are not prequalified, the system will not allow you to submit your application.

Q233. Can in-kind contributions or volunteer hours be counted toward matching or leveraged resources even though no match is required?

A233. There is no requirement for matching funds.

Q234. Is there flexibility within the 15 % indirect-cost cap for entities that subcontract with community partners delivering the wellness activities?

A234. No, there is not flexibility within the 15% indirect-cost cap. See Answer #87.

Q235. What data or reporting metrics does OMH expect for community impact (e.g., attendance, satisfaction, qualitative testimonials)?

A235. See Answer #27.

Q236. Are awardees expected to implement evidence-based models, or may we propose a culturally adapted framework (e.g., Afro-Caribbean wellness and intergenerational healing models) supported by community evidence?

A236. Applicants may detail a plan to implement evidence-based models. In addition, there are many wellness supports and strategies that may be used in this project. Please see Section 5.2 Objectives and Responsibilities for examples of activities that may be included.

Q237. How many times has this award been given?

A237. This is the first times this award has been offered.

Q238. Are the previous awardees listed and if so, where can I find the information?

A238. See Answer #237.

Q239. Can a small, community-based business such as a beauty supply store apply directly, or a nonprofit fiscal sponsor required?

A239. Yes. A Business based within the community is eligible to apply. See Section 6.2, Applicant Qualifications and Project Structure, for other criteria that the applicant must meet.

Q240. Are partnerships with licensed mental health providers sufficient to meet the RFP's qualified provider requirement?

A240. No. Partnerships with licensed mental health providers do not meet the criteria for a community partner. Please see Section 6.2, Applicant Qualifications and Project Structure, for a description of a community partnership and for the details that must be included.

Q241. Can funds be used to offset operating costs (rent, utilities) that directly support wellness programming?

A241. Yes, funds can be used to offset operating costs that directly support the wellness program.

Q242. Are stipends for holistic practitioners or non- licensed facilitators allowable expenses?

A242. See Answer #87.

Q243. Can certain virtual activities include participants from outside New York State?

A243. No. Virtual activities may not include participants from outside New York State. It is expected that the project will be community-based working within a specific identified community and with community partners within that community.

Q244. Are creative wellness methods (eg, art therapy, aromatherapy, beauty-based self-care) eligible under the initiative?

A244. See Answer #228.

Q245. What specific outcome metrics or data collection methods are preferred by OMH?

A245. See Answer #27.

Q246. Does OMH provide an evaluation template or reporting framework for grantees?

A246. See Answer #27.

Q247. Are letters of support sufficient to demonstrate partnerships, or are MOUs required?

A247. See Answer #42.

Q248. Does OMH provide any matchmaking assistance for applicants seeking mental health agency partners?

A248. See Answer #240.

Q249. Are small business applicants required to be registered in Grants Gateway or SAM.gov prior to submission?

A249. New York State no longer uses Grants Gateway for procurement and SAM.gov does not have a role in OMH procurement, so no. All applications must be submitted through SFS.

Q250. What is the expected project start date following award announcement?

A250. The contract start date is 7/1/2026 as indicated in RFP Section 2.2 Key Events/Timeline.

Q251. Does OMH have Mental Wellness Educational materials that can be used for this project?

A251. Yes. Materials for the OMH Be Well Public Awareness campaign may be used for this project. Refer to <https://bewell.ny.gov/support-and-resources> for additional information to access these materials. The applicant should include costs for printing in the submitted budget.