



## Capital Inpatient RFP Questions and Answers

1. In the RFP it states that “The proposal must include a Capital Budget for the proposed capital acquisition, construction and/or rehabilitation project. Applicant must upload all supporting documentation for cost estimates.” We are unable to find the template in the attachments and comments section in SFS and seek clarification as to where we are supposed to upload the supporting documentation.

ANSWER - To clarify, the capital budget is to be completed within the built-in budget template in SFS. In regards to the supporting documentation, this should be uploaded to the bid factor that starts by asking, “Question 3 - Please upload your Capital budget.” Only the operating budget template is provided in the comments and attachments section and should be provided/uploaded in response to Question 2.

2. Can one organization apply for two different projects in this grant program, e.g., one project in Priority 2 (Expansion of existing IP Unit) and the second project in Priority 3 (Milieu Improvement)?

ANSWER – Yes

If yes, should they be in one application or two separate applications?

ANSWER – Because of the prioritization laid out in the rfp, these should be two separate applications.

3. While reviewing the instructions for completing the capital-based budget it states: For Applicants convenience, reference Appendix A to view the format of the Capital Budget to be completed in SFS and I am unable to locate Appendix A – Please advise.

ANSWER – There is no Appendix A to be provided for this grant opportunity, please disregard all references to Appendix A.

4. There was no Capital budget template included with the application in the SFS, I pulled a template of the capital budget off the NYS Grants Management website (attached) however it does not include a place to add the narrative as indicated in the screenshot below of the SFS application. Please advise.



ANSWER – Please refer to the RFP Proposal Template located in the Comments and Attachments section in SFS and specifically refer to question 6.8b where you are to provide your narrative for the capital budget. As for directions to the budget itself in SFS please see the Grantee Manual located on page 6 of the RFP document. The capital budget instructions can be found on page 108 of the Grantee Manual.

5. Under this grant, would capital costs for hospital's local emergency department be eligible if they support expanded psychiatric capacity (e.g., dedicated psych holding/observation space and related safety upgrades), given that we hold psychiatric patients in the ED?

ANSWER – No

6. Does OMH have a priority for specific inpatient units (e.g., geriatric, dual diagnosis, etc.), or are the proposals for general adult inpatient psychiatry units considered of equal interest?

ANSWER – Dual Diagnosis/IDD will be prioritized first. All others will be considered after that time. Other specific/specialty units that show evidence of need are welcome.

7. On page iii (c), does “rehabilitation” include the conversion of existing specialty beds within the system to in to inpatient adult psychiatry beds?

ANSWER – Yes as long proper procedures are followed with DOH regarding CON changes.

8. Regarding Section 4.1 (Evaluation Criteria) on page 14, can OMH provide additional detail on how applications are differentiated within each scoring category? Specifically, what factors contribute to higher versus lower scores in areas such as implementation readiness and financial feasibility?

ANSWER – OMH cannot provide any guidance or information on what contributes to the review and scoring process outside of what is offered in Section 4.1.

9. The RFP references opportunities to expand capacity if no awards are made for new inpatient units, as well as opportunities to improve milieu. Should proposals for capacity expansion at existing sites (e.g. increasing bed counts at Mt. Vernon, Wakefield, or Moses) and/or milieu improvements (e.g., at Moses) be submitted concurrently, or should these be pursued separately?



ANSWER – These should be pursued separately. However, there will be no penalty for answers to questions about population health or overall financial health of hospital that are the same from one proposal to the next.

10. Can we request indirect costs if we intend to expand the capacity of an existing inpatient unit or request funding for new milieu improvements?

ANSWER – Indirect costs would need to be further defined to determine if a specific cost would be eligible. However, as a rule, OMH’s capital can only be used for direct costs associated with the project.

11. If indirect costs are allowable, what is the rate – 15%?

ANSWER – See above

12. Can we apply for funding to BOTH expand the capacity of existing inpatient unit and request funding for new milieu improvements?

ANSWER – Yes

13. Within SFS, on question 3, it asks for an uploaded capital budget using Appendix B, but Appendix B doesn’t have a capital budget tab. What do we use for that upload?

ANSWER – Please refer to answer to Question 1.

14. Within the fillable capital budget section of SFS, how many years of capital budget should we include in period 1 since the dates are for a little over one year?

ANSWER – You should only enter one period of budget information. The dates are irrelevant to OMH grants because we aren’t facilitating/processing contracts directly from the award in SFS.