

Mental Health Services Oversight and Accountability Commission

RFA-MHSSA-004

Questions and Answers 2

	RFA Section Reference	Questions	Responses
1	3 - Sustainability	As part of our current MHSSA grant, we are creating a new position called LEA Billing Coordinator. This position would be very similar to what is described as your QIS Coordinator. Do we need to adjust the job description to match the new QIS position to use these grant funds for that position? Or do we need to create another new position?	The Commission cannot make a determination based on the limited information provide. As such, the Applicant should ensure the position meets the requirements for a QIS Coordinator as stated in the RFA.
2	Intent to Apply	How do I submit the MHSSA-004 Intent to Apply?	Submit to procurements@mhsoac.ca.gov See Addendum 1
3	Intent to Apply	Can you confirm that this letter of intent is OPTIONAL? If applicants don't submit a letter of intent, will they still be eligible to submit an application?	Yes, it is optional
4	3 - Sustainability	We are dedicated to sustainability, and are aware that hiring is challenging. Can we fund the QIS position part time, and use the rest of the money toward a project coordinator that will support the sustainability effort and bridge the work of the QIS?	Yes you may as long as you can support all Grantee Responsibilities and requirements as stated in the RFA.
5	5 - Grant Application and Funding	Can we apply for more than one category? And is it possible to be granted an award in more than one category?	Yes, Applicants may apply for more than one category and may be awarded a grant in more than one category. RFA 5.D.2. states, "Applicants may apply for a single category or multiple categories. If applying for more than one category, a separate application must be submitted for each category."

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6	5 - Grant Application and Funding	Does this funding have to funnel through County Behavioral Health or can it go directly to County Offices of Education?	These are MHSSA grants, and all funds must go to the County Behavioral Health.
7	5.A.1.a. Eligibility	Can a nonprofit organization be considered a behavioral health department?	No. The behavioral health departments are already defined. This includes each of the 58 counties, with Sutter and Yuba combined. In addition, Berkeley City and Tri-City (Claremont, LaVerne, and Pomona) are also included.
8	4. Key Action Dates	When will there be a Bidder's Conference or similar webinar covering this RFA?	No. If there are any questions, submit to procurements@mhsoac.ca.gov
9	C. Intent to Apply	If County Office of Ed is taking the lead on an application, can they be the signors of the Intent to Apply Attachment?	Yes, any authorized member of the MHSSA partnership may sign.
10	5A. Eligibility Criteria	We are a local healthcare district serving multiple cities and are currently funded through the MHSOAC. We've established a consortium of school districts and established partnerships with our local county office of education. Are we eligible to apply?	<p>The MHSSA requires that the Applicants consist of the following:</p> <p>a. County, city, or multicounty mental health or behavioral health departments, or a consortium of those entities, including multicounty partnerships, in partnership with one or more school districts and at least one of the following educational entities located within the county:</p> <ol style="list-style-type: none"> 1) The county office of education, 2) A charter school. <p>You must make the determination that your partnership meets these requirements.</p>

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11	5D Grant Categories	If we have a program that is eligible for more than one category, could we apply for both categories or just one? In other words, Program A falls within category 1 and 4. Can we submit two applications for category 1 and 4 for the same Program A?	<p>Applicants may apply for more than one category and may be awarded a grant in more than one category.</p> <p>RFA 5.D.2. states, “Applicants may apply for a single category or multiple categories. If applying for more than one category, a separate application must be submitted for each category.”</p> <p>RFA 5.D.3. states, “Applicants may only submit one (1) application per category.”</p>
12	General	If xxx County Office of Education joined a multicounty partnership with another county behavioral health department, would xxx County Health and Human Services Behavioral Health have to be involved in the MHSSA grant?	The MHSSA does not restrict partners from being in the same county as long as the requirements for the MHSSA partnership are met. Therefore, your county’s BH does not need to be involved if another county’s BH is involved. In addition, this new partnership would be considered a “New Applicant” when submitting an application.
13	General	If a County Office of Education and districts in the county are interested in applying but the County behavioral health is not able to at this time, what other options allow for their application without the county HHS?	The MHSSA requires the partnership include the county behavioral health. However, the county behavioral health department may designate a County Office of Education or school district as the lead agency. The lead agency could draft the application and submit it for County behavioral health department approval and signature.
14	General	Would this be a new contract with the OAC or if granted, funding will added to the existing MHSSA contract?	This is a new contract with the Commission.

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15	General	Does that have to be signed by the County?	Yes, the MHSSA requires that behavioral health be the grantee and therefore signs the contract, even if the educational entity is designated as the lead agency and submits the application.
16	Intent to Apply	Do you know if our superintendent can sign the intent or does it need to come from Behavioral Health?	Any authorized member of the MHSSA partnership may sign the intent, including the superintendent.
17	Attachment ITA	Our COE will be taking the lead on this grant in partnership with our County Behavioral Health Services. With that said, who should be signing the ITA, our COE or BHS?	Any authorized member of the MHSSA partnership may sign the Intent to Apply.
18	Grant Application and Funding	Is the grant amount (for example the vulnerable youth section for \$500,000) for each of the three years or is that amount to be spread over three years?	The grant amounts listed in the RFA reflect the total amount of the contract and not individual years.
19	Intent to Apply	Can either agency (OCHCA and OCDE) sign the letter of intent to apply or does it have to be HCA?	Any authorized member of the MHSSA partnership may sign the Intent to Apply
20	General	Will existing MHSSA grantees receive a new contract if awarded? Or will existing contracts be amended?	This is a new contract with the Commission.
21	CATEGORY 2 – UNIVERSAL SCREENING	Can Category 2 – Universal Screening, begin in FY26?	No, the services provided by all grants are expected to begin upon contract execution.
22	4. Key Action Dates C. Intent to Apply	Although “Submitting an Intent to Apply does not obligate the Applicant to submit an application,” is the submission of an “Intent to Apply” form required for an applicant to submit an application?	No, the Intent to Apply is not required to submit an application. The Commission encourages the submission of the Intent to Apply to ensure potential applicants receive all correspondence related to this RFA.

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23	10. Sustainability	Grantee responsibilities #3 states you must hire a Quality Improvement and Sustainability Coordinator. Does this have to be a new FTE position or can it be encompassed in the duties of the existing coordinator?	The Quality Improvement and Sustainability Coordinator does not need to be a new position. RFA 5.F.3. states, “Grant funds may be used to supplement, but not supplant existing financial and resource commitments of the county, city, or multicounty mental health or behavioral health departments, or a consortium of those entities, or educational entities that receive a grant.”
24	5. Grant Application and Funding – Eligibility Criteria	Are there parameters for what partnerships between the school district and county agencies need to look like? Or can it be defined in the application?	There are no specific parameters around what the partnership needs to look like. The MHSSA only requires which entities that need to be in the partnership.
25	5. Grant Application and Funding – Allowable Costs	Can transportation include purchasing vehicles?	Vehicles would be an allowable cost.
26		I had the Director of Behavioral Health sign the Intent to Apply form because she is the lead contact on the original Plan. However, a Partnership of Support was executed and Del Norte County Office of Education was designated as the lead agency. As such, am I to be the Lead designee to sign the Intent to Apply since I am the individual to whom information regarding this RFA should be transmitted to?	Any authorized member of the MHSSA partnership may sign the Intent to Apply
27	Category 4-other priorities, Attachment 4-2, number 7	If a COE is a lead applicant and intends to work with all school districts and charters in a county, must they obtain signatures of all districts/charters? In our county, there are over 30 districts and charters.	If this is a new partnership, then all partners must sign. If this is an existing partnership, the Commission already has the information.

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28	MHSSA purpose and Goals: Section D, number 1.	Can you give more specifics and/or examples about youth who are not traditionally thought to be at risk?	Listening sessions with students identified this category as those students who may not typically fit into identified marginalized and vulnerable populations, examples provided by students were athletes, scholars, or ‘non-problem’ students who isolate.
29	MHSSA Purpose and Goals: Section D number 4.	Can this funding be used to support family therapy at off school sites if it is supporting an LEA’s students?	Grants awarded shall be used to provide support services on school campuses, to the extent practicable. If campus services are not able to be successfully provided on campus and could be successfully provided off site, the off school site services are permissible.
30	Intent to Apply	Is the Intent to Apply a requirement?	No, the Intent to Apply is not required to submit an application. The Commission encourages the submission of the Intent to Apply to ensure potential applicants receive all correspondence related to this RFA.
31	General	Are there page, character, or word limits in any section?	There are not page, character or word limits.
32	General	Are there any font and/or formatting requirements? If not, are there any font and/or formatting recommendations?	There are no font or format requirements. The font selected should comply with ADA requirements.

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33	Attachment 4-5-Budget Worksheet 13.E.1	Should the \$300,000 be equally spread throughout the 3yr duration of the funding or applicant has the prerogative on the budgeted amount per year as long as total grant amount is \$300,000?	<p>The Applicant has the prerogative on the budgeted amount per year as long as total grant amount is \$300,000? Funds requested should match the planned expenditures.</p> <p>Exhibit B 4.A. states, “An annual expenditure report is required in which the Commission will perform a true-up based on the amounts paid and actual expenditures. Any unspent funds may be requested back by the Commission or future payments may be adjusted by the amount of unspent funds. Any unspent funds at the end of the contract are required to be returned to the Commission.”</p>
34	Attachment 4-5-Budget Worksheet 13.E.1	Under which category can County budget to supplement resource cost such as Project Manager and fiscal?	If hiring an employee they should be designated under Hire Staff. If they are not an employee, they can be listed under Hire Contractors.
35	Attachment 4-5-Budget Worksheet 13.E.1	Can we have a budget line item for “County Admin Cost” under other costs and is there a maximum allowable amount or percentage that County can budget to supplement resource cost?	<p>You may add a line for County Admin Cost.</p> <p>RFA 5.F.2.c. states, “Administration cost is limited to 15% of the total grant amount and includes any administrative costs associated with staff and contracted personnel.”</p>

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36	Section 10: Category 3 – “Sustainability”	Can some or all of the funding be utilized to sustain the current MHSSA Program Manager or Research Evaluator?	<p>This may be an option, but all of the requirements in this RFA and the current/previous grant contract must be met.</p> <p>RFA 5.F.3. states, “Grant funds may be used to supplement, but not supplant existing financial and resource commitments of the county, city, or multicounty mental health or behavioral health departments, or a consortium of those entities, or educational entities that receive a grant.”</p>
37	Section 10: Category 3 – “Sustainability”	Can the current Program Manager take on a portion of this role/work duties?	<p>This may be an option, but all of the requirements in this RFA and the current/previous grant contract must be met.</p> <p>RFA 5.F.3. states, “Grant funds may be used to supplement, but not supplant existing financial and resource commitments of the county, city, or multicounty mental health or behavioral health departments, or a consortium of those entities, or educational entities that receive a grant.”</p>
38	All four-categories: Geneal question	<p>Do you expect the oversight of these programs to be from the current MHSSA Program Manager?</p> <p>a. If yes, then can some of this funding be to support and sustain this position?</p> <p>b. Can some of the funding be used to support our current MHSSA staffing?</p>	<p>There is no expectation as to who from the partnership will oversee these programs.</p>

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39	General Question meant for all four categories	<p>Can a portion of a Full Time Employee from the MHSSA staffing be utilized and identified as staff for a proposed category in the RFA?</p> <ul style="list-style-type: none"> a. Can we use this grant funding to fund part of their position? b. Including Program Manager, Research Evaluator, and Manager etc.? c. If Yes, can a portion of this funding support current program staffing? <ul style="list-style-type: none"> i. Fir example: Program Manager, Clinicians, Health Navigators, Research Evaluators already hired and identified as MHSSA staff? ii. Ex: The Program Manager for the MHSSA program is already doing this work within their role? 	RFA 5.F.3. states, “Grant funds may be used to supplement, but not supplant existing financial and resource commitments of the county, city, or multicounty mental health or behavioral health departments, or a consortium of those entities, or educational entities that receive a grant.”
40	All four categories: “Grantee Responsibilities”	Can The required reports: Quarterly Hiring, Bi-Annual Program & Evaluation Data, Annual Grant Expenditures, be combined with the current MHSSA reports sent to the state or will they have to be sent separately?	If a current Grantee is awarded an additional grant, then the Commission will work with the Grantee on the timing of all required reports.
41	General Question for all categories	If the responses to the above questions around staffing support for continued MHSSA developed programming, is that the proposed category funding cannot be used for current staffing then are there plans from the MHSOAC to assist and support current MHSSA counties with sustaining the program past the life of the grant?	Please refer to the responses to Questions 36 – 39.

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42	Section 8: Category “Universal Screening”	Will this grant require every School District in the county to participate in the universal screening?	No, there is no requirement that every school district participate in universal screening.
43	Section 12: category 4 – “Other Priorities”; D. Proposed Plan 2. “Will you commit to other funds...”	If we are unsure of other funds at the time of submission can we discuss speculation for potential “other funds” in our proposal and response?	The requirement asks for a commitment or funds. The speculation for potential other funds does not meet the definition.
44	5a page 9: eligibility	<p>Please confirm that the county behavioral health department must partner with BOTH 1) at least one local schedule district AND 2) Local County Office of Education. OR, can it be assumed that if the Local County Office of Education signs as a partner that at least one local school district is also included.</p> <p>If Both need to be confirmed as partners, how would a proposer show evidence of multiple school districts being involved in the partnership?</p>	<p>The MHSSA requires that the partnership include the behavioral health and one or more school districts. In addition, the MHSSA requires that either the Office of Education and/or a charter school is included in the partnership. The Office of Education cannot sign for or represent a school district unless the Office of Education and school district are one and the same.</p> <p>The Grant Cover Sheet (New Applicants) has sections to list the behavioral health, school district(s) and Office of Education and/or charter school. Signature lines are included. You may add lines as necessary.</p>
45	ATTACHMENT 1-5, 2-5, 3-5, 4-5	Can we propose a shorter time frame (e.g., services and budget for 2 years rather than 3 years, if it allows us to fully fund positions for that shorter time frame as opposed to partially funding positions for a longer time frame)?	You may propose a shorter time frame as long as you meet all of the RFA requirements.

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46	12. CATEGORY 4 - OTHER PRIORITIES	For Category 4, can we request funding to simply extend the grant period for our existing grant, without a change or expansion to our service model?	The Application for this RFA needs to meet this RFA's requirement. If your current grant program meets any of the RFA Categories, you may apply.
47	4. KEY DATES - Table 4 Key Action Dates	Given school calendars, and the common need for COEs and district/school staff to expend non-work/vacation days before the end of June, many staff involved in the grant application will be out for significant amounts of time during June. This makes a June 28 submission deadline challenging. Is there any possibility to extend the grant application deadline?	The Commission will not extend the application due date.
48	5.GRANT APPLICATION AND FUNDING F. Allowable Costs	Are there any restrictions on the use of funds for purchasing technology equipment?	Technology equipment is an allowable cost, but must support the goal and objective of this grant.
49	Intent to Apply	The due date was yesterday and I am wondering if there is any flexibility on this?	You may still submit the Intent to Apply.
50	Intent to Apply	We missed the intent to apply last Friday. Can we submit that on Tuesday or are we now not eligible to apply?	You may still submit the Intent to Apply.
51	Page 114	Please verify the attachment number. Written us 1-3. But should it be 4-3	Yes, you are correct. The Attachment number should be 4. See Addendum 2.

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52		The county population numbers on page 19 Section B.2 (c and d)- Do not match the population numbers on page 21 specifically for Med and Large counties.	For the purposes of this RFA the population number listed on the Tables on page 21 will be used to designate very small, small, medium, and large counties. See Addendum 2.