FY24 Senior In-Home Services (SIH) RFP

Summary of Pre-Proposal Teleconference, Summary of Written Inquiries through April 12, 2023, and Attachment A – SIH FY24 Funding Formula Breakdown (2017 Data)

The purpose of this amendment is to provide a summary of the pre-proposal teleconference held April 6, 2023, at 1:30 PM, a summary of the written inquiries received through April 12, 2023, and to add Attachment A-SIH FY24 Funding Formula (2017 Data) not included with the initial posting of the FY24 Senior In-Home RFP.

Summary of Pre-Proposal Teleconference

Q1:   Are grantees required to provide all services?
A1:   No, but if you provide chore, respite, personal care you will also need to provide a contact unit of service coordination monthly.

Q2:   Where can we see funding broken down by region using the funding formula?
A2:   We will provide Attachment A as an amendment to the RFP when adding the summary of the teleconference and the summary of written inquires.

Q3:   Is there going to be a PEC?
A3:   Yes, in May. Date to be determined. It is a closed meeting.

Q4:   If we serve more than one region do we need to do a response for each region?
A4:   No, only one response is needed. Each area must be addressed separately in the budget and Planned Services and Expenditures forms.

Q6:   Regarding Assurances, is it to be completed at the very end? I can't sign it.
A6:   No, you must fill in the service areas before the signature button is accessible.

Summary of Written Inquiries through April 12, 2023

Q1:   As I completed the Assurances today, 03/22/23 for senior in-home, I noted the sign date was 03/23/23. Will this be a problem with the required proposal due date if uploaded on the 04/18/23, if GEMS is confirming with the date following – i.e., 04/19/23? This is a concern.
A1:   No if the application is submitted before the 3:59 deadline on the due date.

Q2:   The continuation grant is much different from the other continuation grants-NTS, FCSP for FY24 and is requiring a lot more information for such a continuation process. Is there a reason for this?
A2:   Yes. The Senior In-Home solicitation is a competitive solicitation in FY24 not a continuation.

Q3:   Having two competitive grants due on top of the quarterly reports is just too much. Who decided to have SIH be a competitive grant?

A3:   That decision is made at the program level.

Q4:   First, I understand that this program is targeted towards services for low income and do not meet Medicaid eligibility. If our home healthcare program serves those folks and others who do receive Medicaid or other benefits, can we still use this grant to fund staff, facility, or other approved categories that would benefit both our low income and other clients? I appreciate any explanation of how these grant funds can be applied to care that serves a mixed group of recipients.

A4:   Refer to *Section 1.06 Program Funding* and the *DOH Budget Guidelines* located on the Documents tab in GEMS for guidelines when creating a budget.

Q5:   I am hoping to clarify the indirect funds budget line. I understand that if my entity does not have a negotiated indirect cost rate, the federal government allows budgeting 10% of indirect cost; however, it looks like DHSS guidelines don't allow us to use that 10% flat rate, but rather we are meant to include indirect costs as direct costs in the regular budget lines. I just want to make sure it is still the case that DHSS does not accept the flat 10% De Minimis indirect rate for entities that don't have a federally negotiated indirect rate.

A5:   Please refer to *Indirect Costs under Section 1.06 Program Funding* for instructions regarding allowable De Minimis costs.

Q6:   Just for clarification with this RFP – organizations who apply for this funding are expected to do ALL the services listed – Care Coordination, Respite, Chore, etc. Is that correct? Even though provision of all those items under a single agency is something that's NOT allowable under Medicaid?

A6:   Applicants are not required to provide all services listed under *Section 1.03 Program Services/Activities*. Agencies determine which services they intend to provide.

Q7:   Should we submit the in-home services proposal on 4/18/23 within the deadline and it is denied, what is our recourse? I am concerned reading the date as you may imagine.

A7:   Please refer to *Amendment #1 Extending Proposal Due Date* of the SIH RFP posted on the On-line Public Notice (OPN) site to review the new deadline date.

Q8:   The RFP doesn't list a Pre-Proposal Teleconference. When will that take place?

A8:   Please refer to the *Senior In-Home RFP Notice* posted on the On-line Public Notice (OPN) site to review the date the meeting was held.

Q9:   The Petersburg Medical Center is working on applying for the Senior In-Home Grant and we are wondering if this funding opportunity is for multiple grantees, or will this grant be awarded to one grantee?

A9:   Multiple organizations will be awarded a SIH grant. Funding is determined based on a funding formula used to allocate percentages for each of the 10 regions served in Alaska. Attachment A will be provided as an amendment to *Section 1.06 Program Funding* of the RFP.

Q10:   Catholic Community Service/Southeast Senior Services provides case management for 9 different communities in Southeast. We are physically located in three of them. In the Senior In-Home Services Grant Program Manual at the bottom of p. 4, it states "(for individuals receiving ongoing, longer-term case management, at least one contact by phone or face to face per month is expected)". What is the expectation for face-to-face contact with recipients in communities outside of these three locations?

A10:   Grantees providing chore, respite, and/or personal care, a service coordination contact (in person or telephonic) needs to be made monthly and contact with the actual service recipient is required.

Q11:   Was the teleconference recorded?

A11:   No.

Q12.   When confirming the "Other Funding" section under the Agency Administration tab, for the FY24 RFP, what constitutes "Other Funding"? Since HOA a volunteer hospice and all our funding comes from grants, individuals, and corporate donations, do I need to list all 500+ sources there? Is there a certain type of Agency source that we should focus on?

A12:   Please refer to the Other Agency Funding paragraph under *Section 1.06 Program Funding* and to *Section 4.02 Other Technical Requirements per AAC 78,060, 78.090(b) and 78.100, 6 (b) Other Funding* of the RFP for other funding instructions. Refer to the *Funding Source Detail table* under the *Agency Administration tab* to see the list of allowable funding sources.

Q13:   Please tell me why the Senior Grants Unit uses the funding formula for Senior In-Home grants (which I understand has no federal funding in it) but not for the National Family Caregiver Support Program (which I believe has federal OAA Title III funds in it)? The funding formula is a federal requirement.

A13:   Alaska is considered a Single Planning and Service Area state by the Administration on Community Living, and as such, a funding formula for the National Family Caregiver Support Program is not required. Determination and justification of award funding levels is accomplished by evaluation of applicant responses during Proposal Evaluation Committees. NFSCP has a smaller amount of funding available that is most appropriately awarded via scoring and evaluation process of competitive applications, as opposed to a funding formula.

The Division of Senior and Disabilities Services has elected to utilize the funding formula published in the State Plan for Senior Services for the Senior In-Home grant program as the formula translates nicely for program need and spectrum of services provided. The level of funding for the SIH program is adequate to effectively be distributed statewide via a funding formula. SDS elected to use a formula already developed and in use instead of creating a new, separate formula for SIH.

Attachment A – SIH FY24 Funding Formula (2017 Data)
Refer to *Attachments* under the RFP to view the regional funding breakdown for all 10 regions served under this program.