

Circles of Support
Pre-proposal Teleconference Summary
10:00 am, October 10, 2016

In attendance at the pre-proposal teleconference were the Grants Administrator, Donna P. Jones, and the Program Manager, Yvonne Hill, and four potential applicants.

Yvonne Hill provided a brief overview of the program by pointing out the two Categories of families listed under subsection 1.01, the five services sought as listed under subsection 1.03 and that services will be anchored around the three philosophy items also listed under 1.03.

The Grants Administrator then proceeded to announce each subsection of the RFP and inquired if there were any questions. Participants were reminded of Amendment #1 posted on 10/3/16 and the correction to the FY17 fiscal year end date in subsection 1.01. Questions and Answers are listed below.

Participants were advised to monitor the GEMS and State Online Public Notice site for future amendments and were encouraged to utilize the notification feature on both websites. We concluded the conference call with a reminder of the inquiry deadline, the proposal due date and the new deadline time for proposal submission. The change of the deadline time from 11:59 pm to 3:29 pm was made to ensure that technical assistance is available to potential applicants up until the deadline for proposal submission. All deadlines are listed in the RFP on the GEMS website.

Question and Answer

Q1: Is this a brand new grant program?

A1: Services to category 1 families are new services that are sought for the remainder of FY17 under the new Circles of Support program.

Services to category 2 families are not new. Those services are currently provided by grantees under the Community Based Support Services program. Grantees under Community Based Support Services will provide services to Category 2 families through the remainder of FY17. Starting in FY18, services for category 2 families will be provided under the Circles of Support program by applicants who have been recommended for award under the Circles of Support procurement.

Q2: How many families are grantees expected to serve?

A2: Refer to the last paragraph under subsection 1.01.

Q3: What if an agency proposes to serve more than one of the 5 OCS Service Regions?

A3: It is up to the applicant to determine if they intend to submit a separate response for each of their proposed OCS Service Regions or if they intend to combine all proposed OCS Service Regions under a single response. Refer to question 4.04(8) where applicants are instructed to include in their description the OCS Service Region and communities of the proposed project.

- Q4: Are there any restrictions on how much an agency may budget for services? For example, if an applicant budgets for transportation services, is there a specific percentage of the award that can be budgeted for that?
- A4: The RFP does not outline what percentage of the awarded funds must be spent for each of the five services under 1.03. Applicants must indicate in their proposed budget what they anticipate it will cost to run their proposed project. During proposal review, evaluation will take into consideration item 4.04(9) (g) and 4.04(10) (g).
- Q5: Is there somewhere in the RFP that outlines what costs are considered reasonable?
- A5: Applicants can refer to 1.06, 7 AAC 78.160(costs) and the DHSS Budget Guidelines for information on what costs are considered allowable but the RFP does not outline what percentage of the award is reasonable for each of the five services listed under 1.03.
- Q6: Under subsection 1.06, funding for Southcentral includes Mat-su in the parenthesis. Is that funding amount only for Mat-su?
- A6: No, the funding amount indicated is what is available for the entire OCS Southcentral Region. Applicants should refer to the OCS Service Region map included under the attachments section of the RFP. The map will indicate which area of the state is considered OCS Southcentral Region.
- Q7: Do services for Category 1 families end after the first year?
- A7: As stated under subsection 3.05, services for Category 1 clients may continue in subsequent years FY18 and FY19 based on the general conditions outlined in that subsection.
- Q8: An additional question was asked about match requirements.
- A8: Please refer to subsection 1.06 which outlines the match percentage, how match is calculated, and restrictions to allowable matching funds.