

CITY OF AUSTIN HEALTH AND HUMAN SERVICES DEPARTMENT

HEALTH EQUITY RFA

SOLICITATION NUMBER: HE2015RK

QUESTIONS & ANSWERS

1. **Question:** Should the certification of insurance show the City of Austin Contract number and all endorsements by number before submitting our response to the RFA?
Answer: Proof of insurance is not required to be submitted at the time an application is submitted.

2. **Question:** Should we be expected to fulfill each of the 5 issue areas outlined in the RFA only areas that we are qualified to provide? In other words, is the expected awardee responsible for each issue area or with there be multiple awards according to each issue area?
Answer: As outlined in Section 0500 – Scope of Work, Section 3 – Principal Objectives, Applicants are required to propose service strategy/strategies that are consistent with one or more of the issues areas and associated goals outlined in this section. Additionally, as outlined in Section 0500 – Scope of Work, Section 8 – Funding Information, the City of Austin Health and Human Services Department will award one or multiple contracts in each issue area until the maximum level of funding has been reached for the particular issue area:
 - a. Maternal and Infant Health - \$390,000
 - b. African American Health Disparities - \$410,000
 - c. Services for the Elderly - \$50,000
 - d. LGBTQ People of Color Sexual Health and Wellness - \$100,000
 - e. Immigrant Mental Health - \$100,000

3. **Question:** When will the announcement be made to the awardee for the contract?
Answer: The City of Austin Health and Human Services Department has not identified a specific date that an Applicant will be notified of funding awarded through this RFA. As outlined in Section 0500 – Scope of Work, Section 8 – Funding Information, the initial 12-month contract funding period will begin on March 1, 2016, therefore a notice of award will be issued prior to this date.

4. **Question:** What would be the role and responsibility for us if we were the fiscal agent for 2 smaller non-profits, for this particular grant?
Answer: The City of Austin Health and Human Services Department has not defined the role and responsibility of a fiscal agent in this RFA. An applicant must define the role and responsibility of serving as a fiscal agent for funding awarded through this solicitation which will be sub-awarded to other non-profits.

CITY OF AUSTIN HEALTH AND HUMAN SERVICES DEPARTMENT

HEALTH EQUITY RFA

SOLICITATION NUMBER: HE2015RK

QUESTIONS & ANSWERS

5. **Question:** The Health Equity RFA cites a “Health Inequities in Austin Travis County (August 2015). Can you send me a copy or a link to that report?
Answer: The Health Inequities in Austin Travis County Report and Recommendations as well as the Austin City Council Resolution that resulted in the report can be found at the following link:
http://www.austintexas.gov/sites/default/files/files/Health/Info_to_Post/Health_Inequities_in_Austin_Travis_County_Report.pdf
6. **Question:** In this RFA, there is no mention of the Asian population. Is there any particular reason why this group is not included in the health prevention and education programs?
Answer: On 8/3/15, the Health and Human Services Committee of the Austin City Council passed a recommendation to the full City Council to include \$1,050,000 in the fiscal year 2016 budget discussion to identify possible sources of funding for the programs identified in the Health Inequities Report. Subsequently, the Austin City Council allocated funding in fiscal year 2016 to implement the recommendations in the Health Inequities Report. Please see the link in Question #5 to the Health Inequities in Austin Travis County Report and Recommendations.
7. **Question:** How are allocations for funding of each issue area determined?
Answer: The recommended allocations for funding for each issue area were included in the Health Inequities in Austin Travis County Report and Recommendations linked in Question #5.
8. **Question:** Can applicants submit applications higher than the allocated amount?
Answer: Applicant can submit an application higher than the allocated amount for each issue area but recommendations for funding made by the Austin/Travis County Health and Human Services Department will not exceed the allocated amount for each issue area.
9. **Question:** What is the minimum number of outputs & outcome measures required?
Answer: As outlined in Section 0600 – Proposal Preparation Instructions & Evaluation Factor, Section D – Performance Measures – Impact on the Goals, the application must include the required high-level output and the Applicant shall

CITY OF AUSTIN HEALTH AND HUMAN SERVICES DEPARTMENT

HEALTH EQUITY RFA

SOLICITATION NUMBER: HE2015RK

QUESTIONS & ANSWERS

- propose at least one high-level outcome which show the connection to the program strategy(ies).
10. **Question:** On page 6 of 7 in scope of work it states that alternative eligibility criteria can be proposed. Can this include having clients that are above 200% of FPLA as well as those who are at or below 200%?
Answer: Yes
 11. **Question:** What is the age for the definition “elderly”?
Answer: 55 years old
 12. **Question:** Are agencies allowed to use another agency as their fiscal agent? (This would be for agency that does not have their own 5013c)
Answer: Yes
 13. **Question:** How do you define “Women of Color” in the Maternal and Infant Health?
Answer: Women of Color was not specifically defined in the RFA or the Health Inequities in Austin Travis County Report and Recommendations, however for the purposes of this solicitation Women of Color include the populations experiencing disparate health outcomes as identified in the Health Inequities report.
 14. **Question:** Are there stipulations for additional outcomes?
Answer: As outlined in Section 0500 – Scope of Work, Section 6 – Outcomes & Outputs, an Applicant may propose additional high-level outcomes which show the connection to the program strategy(ies).
 15. **Question:** Are the outcomes and outputs listed in Section 0500-Scope of Work specific? (i.e. Are these the only specific outcomes upon which the proposals will be graded?)
Answer: As outlined in Section 0500 – Scope of Work, Section 6 – Outcomes & Outputs, all applications shall include the one high-level output and one or more of the outcomes listed in this section to demonstrate progress in the Issue Area Identified. Additional outputs and outcomes may be proposed which show the

CITY OF AUSTIN HEALTH AND HUMAN SERVICES DEPARTMENT

HEALTH EQUITY RFA

SOLICITATION NUMBER: HE2015RK

QUESTIONS & ANSWERS

- connection to the program strategy(ies). All required outcomes and outputs, as well as additional outcomes and outputs proposed by the Applicant will be evaluated.
16. **Question:** If you receive funding from the City of Austin do you include that amount in other sources if the contract is less than 1 year and for a small amount of funds?
Answer: Yes, any funding the Applicant receives that will be used in conjunction to deliver the proposed program for this RFA must be listed in Section 0650 – Program Budget and Narrative, in the column labeled “Amount Funded by ALL OTHER Sources”.
17. **Question:** If an agency requests funding in more than one issue area, are they obligated to have a corresponding outcome? (Meaning an outcome in African American Health & Maternal for instance?)
Answer: Yes
18. **Question:** If an agency already has a city contract and is awarded in the RFA will those two contracts be merged?
Answer: No
19. **Question:** Is there a place to see alternate eligibility criteria for specific disease/illnesses, etc? (Like a list)
Answer: No
20. **Question:** Are sole proprietors excluded from applying? (example: acupuncturists, massage therapist, wellness/health coaches)
Answer: All Applicants must meet the criteria listed in Section 0500 – Scope of Work, Section 8 – Eligible Applicants.
21. **Question:** Can you explain evidence based & researched based guidelines?
Answer: Please see Section 0635 – Defining Evidence Guideline.
22. **Question:** On page 4 under Program Strategies/Target Population: What if an agency provides services for a genetic condition, and therefore some clients may not

CITY OF AUSTIN HEALTH AND HUMAN SERVICES DEPARTMENT

HEALTH EQUITY RFA

SOLICITATION NUMBER: HE2015RK

QUESTIONS & ANSWERS

- fit under the 200% poverty guidelines, as services are provided to all. Will this RFA applicant be penalized?
- Answer:** As outlined in Section 0500 – Scope of Work, Section 7 – Eligibility Requirements, Applicants may propose alternate eligibility criteria from the requirements in Section 0620 for the proposed target population(s). And, if applicable, Applicants shall clearly define the proposed alternate eligibility criteria.
23. **Question:** If an applicant is the smaller agency who will carry out the program but there's a larger agency that will serve as the fiscal agent, who is the applicant? (The smaller group carrying out the work?)
- Answer:** The fiscal agent would be the Applicant.
24. **Question:** Could the fiscal agent complete envelope #1? The agency actually carrying out the work complete envelope #2?
- Answer:** Envelope #1 and #2 must be submitted together. The Applicant can determine how to gather and complete the required information for each envelope.
25. **Question:** Can you give examples of outputs beyond the one listed in Section 0640, Page 1 of 2?
- Answer:** No, an Applicant may, but is not required, propose additional outputs beyond the one listed in Section 0640 – Program Performance Measures and Goals.
26. **Question:** Since I am a small private organization (that partners with a school district); am I not eligible to apply for this opportunity to expand my work within the District?
- Answer:** All Applicants must meet the criteria listed in Section 0500 – Scope of Work, Section 8 – Eligible Applicants.
27. **Question:** It is stated that a bonus 5 pages are allowed for agencies completing the bonus point materials. Does the extra 5 pages include the entire application or is the 5 pages allocated only for the bonus material information?
- Answer:** As outlined in Section 0600 – Proposal Preparation Instructions & Evaluation Factor, Application Format, An additional 5 (five) pages is allowed if an application responds to any or all of the items in Part IV of this RFA. These

CITY OF AUSTIN HEALTH AND HUMAN SERVICES DEPARTMENT

HEALTH EQUITY RFA

SOLICITATION NUMBER: HE2015RK

QUESTIONS & ANSWERS

additional 5 pages are only to respond to the requested information in Part IV – Bonus Evaluation Points.

28. **Question:** Are there any circumstances in which you would consider for this grant a for-profit organization with a proven track record of fiscal responsibility and programming successes or a fiscally sponsored organization that is awaiting tax exempt status?

Answer: All Applicants must meet the criteria listed in Section 0500 – Scope of Work, Section 8 – Eligible Applicants.

29. **Question:** The due date of 1/18/16 appears to fall on a city holiday, MLK Day. Would it be possible for you to clarify if your office specifically will be open on that date or if you would like applications submitted at a different time?

Answer: The due date for this solicitation has been extended to 02/01/2016 @ 11 a.m. CST.

30. **Question:** Can an agency that is not a governmental entity apply on behalf of AISD?

Answer: All Applicants must meet the criteria listed in Section 0500 – Scope of Work, Section 8 – Eligible Applicants.