



## Office of Mental Health

### Questions and Answers

#### For

#### Scattered-Site Supportive Housing for Adults with Serious Mental Illness Brooklyn

1. Does the direct contract form have to be submitted with the RFP application? If so, in which section is it uploaded.
  - A. No, a direct contract will be completed after the award has been made.
2. In regards to the recent OMH Scattered Site Supported Housing RFPs, can candidates be admitted to congregates and licensed programs with graduates moving into supported housing, i.e. backfill arrangements?
  - A. Yes, if there is a vacancy.
3. There don't appear to be instructions in the RFP for the Gateway entries "Work Plan Grantee Defined" - overview and objectives, program summary and capacity. Are we supposed to leave these areas blank?
  - A. Applicants should develop a work plan that describes their self-defined overview and objectives, program summary and capacity of the program they will develop through this opportunity. This can be similar to the work plan that is developed for the Operating Contract.
4. Is there anything that should be uploaded to the "grantee document folder"? Everything seems to go in the pre-submission uploads. Please advise.
  - A. The grantee document folder is there during the application process in case there is additional material they want to provide for review that a space was not left for in the pre submission upload page. There is no requirement to upload anything in that folder if they have nothing additional to attach.
5. How long have the clients been in the apartments and/or program?
  - A. The shortest LOS is 285 days and the longest LOS is 5899 days. Most consumers have been housed for one year or longer.
6. How long is the current lease and how long have the leases been held by the prior agency?
  - A. Please see the attached excel spreadsheet.

7. Are the apartments shared apartments or singles?

A. Specific information regarding the apartments will be shared in meetings between the agency and takeover agency.

8. Is this for family or singles?

A. The housing targets singles although some consumers may get married, have children or be reunited with their children. Consumers with children may remain in OMH Supported Housing.

9. What is the allowable agency admin?

A. Administrative and overhead charges cannot exceed 15% of the total budgeted costs. Budget requests that exceed the maximum amount available will be deemed non responsive and will not be evaluated.

10. Where in Brooklyn are the apartments?

A. Please see the attached excel spreadsheet.

11. What is the total amount of client rent arrears in the program?

A. Specific information regarding the consumers and rental arrears, if any, will be shared in meetings with the agency and takeover agency.