



Capital Inpatient RFP Questions and Answers

1. Would the expansion of an Emergency Department to include a psychiatric intake unit of at least 4 beds be a qualified project? The intake unit would be used to complete triage prior to admission to the inpatient psych unit.

ANSWER – No, this opportunity is only for licensed inpatient psychiatric beds.

2. The RFP notes these are “proposed crisis programs,” can you please clarify?

ANSWER- For clarification this refers to Inpatient programs.

3. Section 5.0 states: This capital funding is made available as interest free construction financing and it must be repaid with a Dormitory Authority of the State of New York (DASNY) bond mortgage.

Throughout the rest of the document, the opportunity is referred to as a grant. No other references are seen in the questions as to how the applicant intends to repay it, only how the expansion’s operations will be financially sustainable. Is it a grant (which does not have to be repaid) or is it a no-interest load (which has to be repaid to DASNY). Please explain.

ANSWER – The capital grant is interest free and does not need to be repaid unless there is a failure to use the improved space for the approved period of time, which is 20 years. Capital grants for this program will be financed with State bonds, issued by an authorized State entity (e.g. the Dormitory Authority of the State of New York (DASNY).

4. We are an Article 31 free-standing Psychiatric Hospital designated as “for profit” (one of 4 in NYS). Is there a parameter in which we may respond to the RFP?

ANSWER - No

5. In the application on Grants Gateway, question 6.2a references a Section 5.1 above, but there is no Section 5.1.

ANSWER – This is a mirror image of what is in the RFP itself (so the question is the exact same as what is in the RFP document). This is a reference to Section 5.1 of the RFP document. Applicants should be reading/referring to the RFP as applications are being completed.

6. Could we extend the age range to include both children/adolescents as well as young adults in the same small unit? Our pediatric inpatient unit routinely takes people up to 21 years with developmental disabilities/Autism.

ANSWER – Regarding the award prioritized for children/youth units, the age range served must include children/youth (i.e., below the age of 18). However, with applicable waivers on a case by case basis, the unit may also serve a broader age range.

7. The RFP states that this funding is only available for bed expansion, not renovation of existing units. If a hospital network opening new beds in one program to offset bed closures in another program in their network is that expansion eligible for this funding?

ANSWER – Projects to restore non-operational licensed bed capacity for a hospital system or provider are not eligible for this funding. Bed expansion projects must result in increased licensed capacity for the provider or hospital system.

Funds can only be used for expansion beyond what is already proposed in the approved bed restoration plan.

8. Does the new BH unit have to serve children and adolescents, as well as adults? Or can you serve adults or only children and adolescents?

ANSWER – No, the new unit can serve either children/adolescents or adults. These funds are available for and applications must reference the discrete age categories for the intended population. All applicants should refer to and must follow OMH regulations and prior approval review (PAR) processes for inpatient programs.

9. Do all the patients need to have a dual diagnosis: intellectual/developmental disabilities and mental health diagnosis?

ANSWER – Regarding the awards for units for dually diagnosed individuals, the primary population of individuals served is expected to be dually diagnosed, as the treatment should be specialized for this population. Should there be additional populations that would benefit from the specialized treatment, they may also be noted.

10. Is this opportunity available to not for profits that hold an A28 and A31, but do not currently offer inpatient psychiatric services?

ANSWER – Yes, providers with no OMH licensed programs may apply.

11. The RFP requires a provider to be in good standing. Can hospital providers without any OMH licensed programs apply for these funds?

ANSWER – Yes. Providers who do have OMH licensed programs must be in good standing with OMH, i.e., must not be on Enhanced Provider Monitoring (EPM) or have an unapproved PIP.

12. Section 5.0/Page 20 – There is language that says the capital funding is made available as “interest-free construction financing and it must be repaid with a Dormitory Authority

of the State of New York (DASNY) bond mortgage”. What does this mean? Is this a grant or an interest-free loan?

ANSWER – Please see the answer to question 3.

13. If a proposal to expand our ED to create a free standing emergency department for psychiatric treatment would be allowable under this opportunity?

ANSWER – No, this opportunity is only for licensed inpatient psychiatric beds.

14. Grants Gateway is transitioning to the SFS system on January 16. Will our proposal documentation be transferred to SFS System on January 16, and will we therefore need to complete the final submission via SFS?

ANSWER – All RFPs released in Grant Gateway prior to December 29, 2023 will be facilitated entirely through Grants Gateway. All applications specific to these RFPs will be completed, submitted, reviewed/scored and awarded through Grants Gateway.

15. Appendix B Budget Form – We have an existing 12-bed psychiatric unit and our project proposes to renovate space to create 4 additional beds on the unit. For Appendix B, should we complete it for just the 4 new beds showing the incremental expenses or do you want the budget to reflect the operating costs for the resulting 16-bed unit? Where do we reflect patient revenue on this form? Where do we reflect the capital project costs on this form? Define OTPS and what’s included. Define A&OH and what is included. For the OMH funding, should this be the anticipated \$1M award for expansion of beds?

ANSWER – Present a capital budget that demonstrates all sources and uses of the funding for the project. The Capital Budget form is located in the Grants Gateway titled as Appendix A: Capital Budget Format.

16. Does an applicant have to fit into any of the noted tiers to apply for this RFP?

ANSWER – Any applicant meeting eligibility criteria should apply.

17. Section 5.0 of the RFP states – “This capital funding is made available as interest free construction financing and it must be repaid with a Dormitory Authority of the State of New York (DASNY) bond mortgage.” Can you clarify what this means? Is this opportunity for a grant or an interest free construction loan?

ANSWER – Please refer to the answer in question 3.

18. For the Program Specific Questions, applicants may either upload their response or copy and paste responses into text boxes. If responses are copied, there is a 4,000-character limit. Does the 4,000-character limit also apply to any uploaded documents? Also, is there a preferred format (PDF vs. Word)?

ANSWER – If one is choosing to respond to the question via upload as opposed to the response box, the response is not limited to 4,000 character, but – the response must be concise, to the point and responsive only to the question being asked. Any supportive documents are not limited to 4,000 characters. There is no preference between a PDF or Word document.

19. Can you confirm whether the conversion of existing non-clinical spaces (such as offices) into new patient rooms qualifies as an eligible expense under the RFPs guidelines for new construction or expansion?

ANSWER – Conversion of existing non-clinical spaces may be permitted. Resulting projects must lead to increased licensed inpatient bed capacity for the applicant agency or health system, and must accord to other terms in the RFP. Any projects must comport with OMH and other state and federal rules and regulations as applicable.

20. Is there any flexibility in the RFPs language that would allow funding for projects that, while technically renovations, contribute directly to increasing inpatient psychiatric bed capacity?

ANSWER – Projects that are renovations not excluded from this RFP so long as resulting project results in increased inpatient bed capacity according to other terms in the RFP. All projects must comport with OMH and other state and federal rules and regulations as applicable. Projects must generate increased licensed inpatient bed capacity for the applicant agency or health system. The licensed inpatient bed increase must be four (4) beds or greater.

21. Does the interest-free construction financing provided through this RFP come with any opportunities for loan forgiveness, particularly if certain conditions, such as continued service provision, are met?

ANSWER – The grant does not require repayment, although all grant recipients will be required to enter into a regulatory agreement that obliges use of the facility constructed with OMH grants for approved purposes for a minimum period of twenty (20) years.

22. What does the process for getting a DASNY loan look like? Is this something that needs to be done prior to receiving the grant? Will the State aide in this process?

ANSWER – NYS OMH will help awarded applicants with the coordination of the entire process. This includes obtaining Division of the Budget (DOB) approval of the project, entering into a Capital Grants Contract and Regulatory Agreement as well as coordinate with DASNY. Also see the answer to question 21 as this will not be a mortgage.

23. Have there been instances in the past where similar funding by DASNY was subject to forgiveness under specific criteria, and would this apply to the current RFP?

ANSWER – See Question 22. All grant recipients will be required to enter into a regulatory agreement that obliges use of the facility constructed with OMH grants as a psychiatric inpatient unit for a minimum period of twenty (20) years.

24. On page 23, section 5.4, it states that “Costs associated with the project that are incurred prior to the date of a capital contract execution may not be reimbursed from grant funds.” Can you please clarify if there are circumstance where considerations will be made for these reimbursements?

ANSWER – In some cases these costs may be reimbursed but there are limits based on the date of procurement.

25. In reference to question 6.3c – Can you please further define the individual assessment tool? Is this an evidence-based assessment tool that is used within treatment? Or what we use for psychiatric health and physical forms?

ANSWER – Any tools that are used for all individuals in the assessment and development of a person-centered, strength-based individualized treatment plan should be attached. These may include psychiatric health and physical forms as well as any other tool/form that is used universally for all individuals being assessed.

26. If inpatient beds were closed and space was converted to another use years ago, is this funding available to reconvert the space acceptable to reopen the beds? Or is this funding solely for the creation of NEW beds no previously accounted for on an operating certificate?

ANSWER – Any offline beds being brought back online under the approved bed restoration plan or currently on their Operating Certificate are not eligible for these funds

27. Can transportation be included in this RFP and use of funds?

ANSWER – No.

28. Facility is in the preliminary stages of an expansion project that will create twelve (12) new inpatient psychiatric beds with funding from NYS DOH – Statewide Health Care Facility Transformation Program (SHCFTP). Would an eligible project under this RFP be for the funding of costs for the inpatient psychiatric bed expansion project not covered by SHCFTP funding but required to complete the project?

ANSWER – Possibly, so long as such costs are determined to be eligible under this RFP.

29. Is there a schedule for the disbursement of awarded funds?

ANSWER - Upon approval of the capital contract and commencement of the project, awardees will submit actual cost requests on a periodic basis. This is generally through monthly requisitions.

30. From Section 5.0 – “This capital funding is made available as interest free construction financing and it must be repaid with a Dormitory Authority of the State of New York (DASNY) bond mortgage.” Please clarify if this funding is a loan or a grant.

ANSWER – It is a Capital grant that will be financed with State bonds, issued by an authorized State entity such as DASNY.