

**Iowa Department of Public Health
Division of Behavioral Health
COMPREHENSIVE SUBSTANCE ABUSE PREVENTION
Request for Application # 58810005-04**

Final Cumulative Written Questions and Response Document: Posted (January 24, 2013)

Round 1: Written Questions and Responses for questions submitted through (January 3, 2012) No questions were submitted.

Final Questions: Written Questions and Responses for questions submitted through (January 17, 2012)

Posted (January 24, 2013)

Q1. On page 4, 1.06 Funding, the second paragraph reads “There is a 2:1 match required (two part IDPH to one part contractor) for the Sunday Sales portion of the funding, i.e. \$2000 IDPH funds requires \$2000 contractor match.” The example given is a 1:1 match (equal parts IDPH and contractor). Is it a 2:1 or 1:1 match requirement?

A1. From Amendment 3 posted on January 17, 2013, RFA Section **1.06 Funding** is amended as follows: There is a 2:1 match required (two part IDPH to one part contractor) for the Sunday Sales portion of the funding, i.e. \$2000 IDPH funds requires \$21000 contractor match.

Q2. On page 11, H. Tobacco-Related Services, it says “Include the list on a separate page identified as Tobacco-Related Services, Attachment G. There is no form provided for Attachment H.” Is it supposed to be titled Attachment G or Attachment H?

A2. From Amendment 1 posted on January 4, 2013, RFA Section **2.02 H. Tobacco-Related Services** is amended as follows: If there is no tobacco specific Problem Statement included in the Action Plans, then list Evidence-based Programs (EBP) included in the Action Plans that also have tobacco outcomes. Include the list on a separate page identified as **Tobacco-Related Services, Attachment G**. There is no form for Attachment H G.

Q3. Is there some guidance on the total number of direct service hours required for each contract? How is this calculated? (based on population? Funding amount?)

A3. The guidance for the total direct service hours included in the RFA is as follows: There is no specific amount of hours required. The contract is based on the accomplishment of the outcomes, but level of effort is also an important consideration. The total direct service hours from the services detailed in the Action Plans need to be based on the total number of FTE's funded for Comprehensive Prevention services. Approximately 40% of an FTE is recommended to be direct services. Therefore, multiply the total number of FTE's providing services times a number between 640 and 704 per year depending on factors such as vacation and Holidays. The RFP 598810005 included the following guidance on Attachment L: Number of FTE's delivering Direct Service multiplied by 704.