Iowa Department of Public Health Division of Behavioral Health HIV Core Medical and Support Services Request for Proposal # 58813002

Amendment #1 October 5, 2012

Effective immediately, the HIV Core Medical and Support Services, Request for Proposal FY 2013 is amended in the following manner:

On Page 20, Section 2.02 Objectives to read:

2.02 Objectives

Applicants must complete a work plan. A template has been provided for specific Part B goals in **Attachment D Attachment E**. Estimates of the numbers of clients served or units of service provided are acceptable, but they should be based on historical data, whenever possible. There are additional blanks for optional, locally determined objectives. If you have locally determined goals, please use the same format to describe the associated objectives.

On Page 20, Section 2.04 Budget to read:

2.04 Budget

Applicants must supply budget information on the two forms provided in Attachments F and G Attachments G and H. Provide detailed financial information, by type of service, in the Budget Spreadsheet, a Microsoft Excel spreadsheet. Supply narrative descriptions and justifications for the line items on the Budget Narrative, in Microsoft Word format.

On Page 33, Section 4.02 Scoring of Proposals:

4.02 Scoring of Proposals

A maximum of 100 points may be awarded to each proposal. A minimum average score of 60 or greater is required for the proposal to be considered for funding. Proposals scoring less than the minimum average score will be rejected.

Applicants will be scored using the scoring tool in Appendix III. Components of the project narrative, work plan, and budget/budget narrative will each be awarded up to five points as described below. The point score will be multiplied by the weight for that proposal component and then all components will be summed to arrive at the final score.

Points will be assigned for each scored component listed below as follows:

- 5 Applicant's proposal or capability is exceptional and exceeds expectations for this criterion.
 - 4 Applicant's proposal or capability is superior and slightly exceeds expectations for this criterion.
 - 3 Applicant's proposal or capability is satisfactory and meets expectations for this criterion.
 - 2 Applicant's proposal or capability is unsatisfactory and contains numerous deficiencies for this criterion.
 - 1 Applicant's proposal or capability is not acceptable or applicable for this criterion.

The maximum scores to be awarded for each proposal section are as follows:

Proposal Component	Weight	Potential Maximum Score
Cover Page (Attachment A)		Required
Key Personnel (Attachment A)		Required
Minority Impact Statement (Attachment B)		Required
Project Abstract, County Funding, Site Location, and Population (Attachment C)		Required
Project Narrative		
Background & Need	1	5
Access to Care	4	20
Quality Management	2	10
Planning	1	5
Data and Reporting	1	5
Community Partnerships (Attachment D)	1	5
Work Plan (Attachment E)	4	20
Budget and Narrative Budget (Attachment G & H)	6	30
Subcontractor Information		Required, if using subcontractors
Service Delivery Form (Attachment F)		Required

W-9 Form	 Required, if new
	contractor
Business Organization Form or Statement	 Required
(Attachment I)	
Litigation or Investigation Disclosure	 Required
Proposal Checklist (Attachment J)	 Optional
Total	100 Points Maximum

On Page 37, Section 7-Attachments:

SECTION 7 – ATTACHMENTS

Attachments are posted in a separate file on the IDPH Web page under *Funding Opportunities:* www.idph.state.ia.us. Applicants must download these forms and include them in the proposal as outlined in Section 3 of this RFP.

•	Attachment A	Cover Page
•	Attachment B	Minority Impact Statement
•	Attachment C	County Funding, Site Location, and Population
•	Attachment D	Community Partnerships
•	Attachment E	Work plan
•	Attachment F	RW Budget forms (Excel spreadsheets)Service Delivery Form
•	Attachment G	RW Budget narrative RW Budget forms (Excel spreadsheets)
•	Attachment H	Service Delivery Form RW Budget narrative
•	Attachment I	Business Organization Form
•	Attachment J	Proposal Checklist

On Attachment C:

Iowa Department of Public Health
Division of Behavioral Health
Request for Proposal 58813002
Bureau of HIV, STD, & Hepatitis
HIV Core Medical and Support Services

Project Abstract, County Funding, Site Location and Population

All components in this attachment must be completed and returned with proposal.

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Project Abstract	Page
Provide a summary of your proposal REMOVED FROM RFP	1
County Funding Indicate which of the following counties your project will <i>regularly</i> serve	2
Site Location Indicate in which locations your agency will be able to provide on-site services	3
Population Describe the population you will serve	4
On Attachment C Page 1: REMOVED FROM RFP	
Project Abstract	

Project Abstract

Provide a summary description of your proposal including:
Agency Name:
Project Title:
Proposed HIV Care and Support Services Provided:
Initial Grant Period: April 1, 2013 March 31, 2014
Paguested funding amount for the period April 1, 2012 to March 21, 2014: \$

Project Summary: This brief (limited to 500 words) summary should propose how the applicant plans to fulfill their HIV care and support service delivery objectives

On Page Attachment E Page 6:

Goal 6: Provide Oral Health Services that include psychological and psychiatric treatment and counseling to eligible clients throughout the proposed service area by general dental practitioners, dental specialists, dental hygienists and auxiliaries.