

## **Health Workforce Retraining Initiative**

**RFA #0907311140**

### **AMENDED Questions and Answers**

*The responses to questions included herein are the official responses by the State to questions posted by potential bidders and are hereby incorporated into RFA 0907311140 issued on August 14, 2009. In the event of any conflict between the RFA and these responses, the requirements or information contained in these responses will prevail.*

### **Modifications to the RFA**

#### **Modification 1:**

The definition of “Project” on page 12 of the RFA has been modified. The modified definition is as follows:

A project is a set of activities required to train and place workers in a single occupation, e.g. radiology technician, CNA, LPN or RN. An applicant may request funds for career ladder training but separate titles should be broken up into separate projects and cross-referenced. An applicant may propose more than one project in a single application. Applications that include multiple projects in multiple regions must include discrete budgets, narratives and workplans for each project for each region in which they apply. Aggregate budgets, narratives and workplans will not be accepted.

#### **Modification 2:**

Page 16 of the RFA indicates that the training types listed in Table 2 are included on page 7. The RFA is amended to indicate that, “A separate financial evaluation score will be completed for each training type listed in Table 2 on pages 21 and 22.”

## **Additional Questions and Answers**

### **Eligible Organizations**

Q1): Are Assisted Living agencies licensed for enriched housing and adult home programs eligible?

A): Yes.

Q2): Should a Certified Home Health Care Agency check other health care facility on the Application Cover Sheet and specify that they are a CHHA?

A): Yes.

### **Letters of Participation**

Q3): If a health care facility is the applicant and has its own training programs, does it need to submit a Letter of Participation?

A): No.

Q4): If a health care facility has in-house instructors, but needs to hire an outside consultant to conduct a portion of the training, would a letter of participation be required?

A): Yes.

### **Eligible Activities**

Q5): An applicant that expands educational capacity will not be able to begin training participants until year two. This strategy may cause training costs per participant to be abnormally inflated. How will costs per participant be calculated and will adjustments be made to take into consideration the costs of educational capacity expansion prior to training implementation?

A): A separate financial evaluation score is computed for each of the training types listed in Table 2 on pages 21 and 22. The cost per participant is the total amount requested for a project over the total budget period divided by the total number of participants over the total budget period. Expansion of educational capacity projects compete against each other within each region for financial evaluation points. The formula is the same for all projects.

Q6): If one is developing a nurse career ladder program, do CNA-LPN, LPN-RN (AAS), RN (AAS)-BSN and BSN-MSN, (Nurse Practitioner) represent separate projects?

A): Yes-see RFA modification above.

Q7): What training type does RN (AAS)-BSN belong in?

A): DOH reviewers will categorize all projects into their proper training types.

Q8): If an applicant proposes to train nurses in specialty skills leading to certification in diabetes or other areas and these nurses in turn provide training to staff as well as serve as visiting faculty at nursing schools, will costs be evaluated under nurse specialty or expansion of educational capacity?

A): DOH reviewers will categorize all projects into their proper training types based on how the project is structured, what costs are requested, and other factors.

### **Application Format**

Q9): If we are located in three regions, can we submit one application?

A): Yes. You can submit one application. But you need to submit separate budgets, narratives and workplans for each project in each region for which you are applying for funds.

### **Other**

Q10): Can an organization submit more than one application?

A): Yes. However an applicant can submit requests for multiple projects in multiple regions within one application. There is no advantage to submitting more than one application.

Q11): Is there a maximum amount that can be requested for a project or application?

A): No.