

State of Indiana BDDS RFF 15-001
BDDS Sheltered Workshop Transitions
Question and Answer Response

Question No.	Specific Question/Inquiry	State Response
1	If we have more than one program that will move people from sheltered work to community employment, can we apply for more than one grant or can we include more than one program on one grant application?	Yes - you may apply for more than one or you may include more than one program in your application.
2	In section 2.3.10, we must provide a brief description of our company's experience in serving state governments and/or quasi-governmental accounts. Does "serving" mean experience with state/government grants?	Please describe any experience your organization has servicing state governments and/or quasi-governmental accounts. They do not have to be specific to grants.
3	What organizations make up the team evaluating our proposals	The members of the evaluation team will remain confidential.
4	I am trying to find out information about the autism services that will soon be covered under traditional Medicaid. Recently, I saw a bulleting on a live video stream available on April 28th, 2015. Would this be information on the autism services?	If you are referring to the April 28, 2015 DDRS presentation on "Planning for Indiana's Future" then, no, it will not be focused on autism services. DDRS has no other presentations scheduled at this time.
5	As we understand it, this RFF is limited to supporting governance and systematic shifts as well as the development and training of provider agency staff and consumers. Is this a good summary in terms of funds reimbursement? In yesterday's meeting, the sense taken away was that allowed reimbursement of funds could potentially include things outside this?	The cost proposal outlines the costs that DDRS is willing to consider as part of this RFF. DDRS is seeking innovative ideas and practices that can be utilized as a road map for systemic changes so how respondents chose to do this in their cost proposal is up to them.
6	As we understand it, when May 31 2016 is reached (estimated), the expectation is to have a road map to then be able to share with agencies state wide. Despite a well thought-out and executed plan through the project time, a road map as envisioned, at that point in time, may not be fully realized. There may be ongoing objectives that need to be fulfilled. If that is the reality, would contingencies be considered for the purpose of having a road-map that becomes a living document of sorts, allowing the flexibility of including contingencies?	DDRS will evaluate the outcomes of each awarded grant to determine if the RFF has been fulfilled. It is the expectation that the agreed upon number of individuals will be transitioned into community employment but DDRS understands that the roadmaps developed may be living documents with revisions beyond the life of the grant.
7	I wanted to confirm the reference requirement in Attachment E refers to both consumers whom we have successfully placed in Community Employment (i.e. "clients") and a manager of the business in which they were placed (i.e. "client facility")?	The reference should be from a manager of the business in which they were placed, not from the individual who was placed.
8	How many total clients in Indiana are currently being paid sub-minimum wage	According to the July, 2014 Indiana Day and Employment Services Outcomes Systems (DESOS) report there are 3,168 individuals receiving sub-minimum wage. This report relies on self-reporting by providers and may not be a comprehensive number of all individuals receiving sub-minimum wage.
9	I couldn't tell if the grant could also be used to support transition from facility based habilitation to community employment and/or other community experiences.	The outcomes of the RFF focus on community based employment for individuals who are currently in facility based services.
10	For the purpose of this grant, would off-site work crews/enclaves be considered integrated employment?	No.

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11	Is it the intention to only award one award of \$460,000? If not, is \$460,000 the maximum which will be awarded among all successful proposals?	The State is looking to award multiple awards but reserves the right to award just one award. The \$460,000 is the total of all awarded grants.
12	Under 2.3.7 "References," it is required to have references from "clients". However, in that same section, the "number of the client facility" is requested. Is "number of the client facility" assumed to be the sheltered workshop provider's number?	The reference should be from a manager of the business in which they were placed, not from the individual who was placed.
13	Does having a 3 Year CARF Accreditation award suffice for this?	Providers, who have been through the BQIS reapproval process, must have been awarded a 3 year renewal in order to be eligible for this grant.
14	Attachment B Scope of Work: Is the competitive integrated employment goal "20 as the average" as listed in Section 4.2.b or a "minimum of 20 hours per week" as listed in Section 5.2?	Both are true - overall DDRS would expect that all individuals that are placed have an average number of work hours per week of 20. In 5.2 for each individual documented DDRS would expect a target number of individuals to be working 20 or more hours per week.
15	Attachment B Scope of Work: Does "failure to perform in a satisfactory manner" in Section 6.0 include failure to meet targeted results for individuals transitioning at the minimum/average number of hours?	This is one potential example of a "failure to perform in a satisfactory manner." However, it is up to the State's discretion to determine what does or doesn't fall into this category.
16	Attachment D Cost Proposal: What is the definition of "total number of individuals served" in your organization"? a. Is it FTE or total head count? b. If proposal is targeted to a single location/county, do you want total number served at that location/county or all locations/counties? c. Is the proposal target specific to FS/CHI waiver funded individuals or targeted to all individuals served? d. Is it total number served in facility/workshop services or total number served in all services (e.g. residential, first steps, clinical outpatient services, healthy families)?	a. It is the total head count of clients in your organization who are receiving facility based services. b. All locations that the provider serves. c. FSW/CIH. d. Number served in Facility Based services (for example: FHG, FHIO, Pre-voc).
17	Attachment E Business Proposal: Do you also want a letter from each reference in addition to the items listed?	No letter is necessary. The evaluators will contact the references directly with the contact information provided.
18	Can we purchase assets or spend funds on asset improvements with these funds?	DDRS will review cost proposals and make a determination of what is allowable based on the RFF response.
19	Can 1 or 2 clients be hired at the same employer? They like being with their friends and it helps if they can go out with someone they know.	There are no limits on the number of clients that can be hired by an employer.
20	Can a stipend be paid to an employer with these funds if they employ a client?	DDRS is looking for innovative practices and is not excluding any specific ideas.

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21	With the expectation for continuation of services after the grant term; Is there a plan for a budget or some sort of continued funding after the grant term?	At this point in time there is not a mechanism to continue funding past the life of the grant. These grant's however, are intended for providers who are at a place where they, as an agency, are ready to take these steps and these grants can assist them in beginning this process. This work will be something that will need to continue, for most agencies, for many years and we are hopeful that this opportunity can assist providers in taking those needed first steps.
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