

## **DPH RFP # 2019 – 0909**

### **Health Care Organization's Role in Improving Health through Prevention and Management of Diabetes and Cardiovascular Disease**

## **QUESTIONS AND ANSWERS**

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#### *Health Care Organization's Role in Improving Health through Prevention and Management of Diabetes and Cardiovascular Disease*

**PLEASE NOTE:** Word-formatted forms (Applicant form, budget forms, work plan template, etc.) are now available for download on the DPH website.

**Question:** For the purposes of this RFP, are you limiting the focus of high burden areas to only the three cities cited in the BRFSS report (Bridgeport, Hartford, New Haven), or can applicants propose other areas that have also been identified as worse or significantly worse prevalence?

**Answer:** Applicants *are not limited to proposing services in only Bridgeport, Hartford, New Haven.* We are accepting applications from health care organizations that serve *any area of the state* with a higher than usual risk for heart disease and diabetes.

**Question:** Is the budget summary for one year? Or do you want a cumulative budget for the entire grant period (4 years). Should the budget be for the \$599,872? or \$149,968?

**Answer:** Please submit for Year 1 totaling \$149,968. Use the budget summary template (page 35 of the RFP) and the budget justification template (page 36). Word-formatted forms are available on the website.

**Question:** If we have most staff identified by name, but one is to-be-hired and one is to-be-determined, is it okay to put that into the staffing worksheet?

**Answer:** Yes. Please indicate any staff that is "to-be-hired" or "to-be-determined" on the staffing plan as such. Include each staff person's anticipated hours/week, hourly rate, etc. as required on the Position Schedule #2a (page 37 of RFP). Please refer to page 33 of the RFP: *Complete the schedule for all positions to be funded even if currently vacant.*