

RFP 114

Auburn City and Cayuga County Treatment Court Peer Mentor Services Questions and Answers

1. Regarding Project Services 3a. In the event that “Medicaid-funded transportation, bus schedules, existing community agencies, and veteran’s agencies” are not available to transport Drug Court participants, is it the expectation that agency Peer Support Specialists will provide necessary transportation?
A. No, Peer Support Specialists are not expected to transport participants. In the event that transportation services are otherwise inaccessible, participant travel expenses may, with express UCS approval, be reimbursed as part of this agreement. .
2. Regarding Project Services #3b. As stated under “Required Staffing” the Peer Support Specialists are required to “travel throughout the county.” Are they required to transport participant(s) to treatment facilities outside of Cayuga County?
A. The project services do not require transportation of participants to treatment facilities outside of Cayuga County.
3. Regarding Project Services #5a. Is the grantee agency responsible for providing the Cognitive Behavioral Therapy (CBT) to the Drug Court Participants?
A. No. Applicant organization staff associated with the grant will be provided with CBT training by UCS. Peers will assist drug court participants with CBT homework assignments.
4. Regarding Project Services #5b. If not, who will provide that service?
A. The organization selected pursuant to RFP 117 Cayuga County Treatment Courts Treatment Facilitator will be responsible for implementing CBT programming.
5. Regarding Project Services #7a. Does the grant cover the training for the Peer Support Specialists to gain the knowledge necessary to evaluate available “high quality, affordable and equity-based health care?”
A. Training on this subject will be provided to peers; peers will assist participants with resources that are available in the area.
6. Regarding Project Services question #7b. The application process to determine Social Security eligibility can take 2-3 years. Is the Peer Support Specialist expected to assist in the completion of that application process and follow-through to a determination or referral to legal representation with participants? Is there additional training available for the Peers to navigate the SSA system?
A. Peers will assist participants by connecting them to resources to assist in applying for eligible benefits.
7. Regarding Project Services question #9. Our current grant with ADATC is to outreach to town and village justices. What percentage of time is allocated/expected for our Peer Support Specialists to continue to conduct this outreach?
A. UCS estimates 5 hours a week for outreach.

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8. Regarding Project Services question #11. Does the grant cover any and all costs associated with providing the annual training and distribution of naloxone kits to participants, their family and friends?
A. Applicable training will be provided at no cost through NYS. The applicant organization will not be expected to purchase naloxone kits.
9. Regarding Project Services question #14. What are the “grant-sponsored training” topics and how often will they be held?
A. Trainings will be delivered 1 to 2 times a year. The training topics will include Cognitive Behavioral Therapy (CBT), Motivational Interviewing, implicit bias, team building, and the standards / best practices of treatment court.
10. Regarding Required Staffing questions One Case Technician (20 hrs/week) and one Technical Aide (7 hrs/week) will both be required to conduct drug testing (urine screens). Is the expectation that the grantee will hire one female and one male for these respective positions?
A. No, the successful peer mentoring applicant organization is not expected or permitted to fill positions on a gendered basis, however the person or person hired for this position should be trained to obtain toxicology testing samples in a person-centered, respectful, culturally competent/humble, and trauma-informed manner that minimizes the risk of adulteration, substitution, or dilution in accordance with best practices.
11. What is the cost of the State Drug Court Conference, including registration, lodging, and meals, per person, per year?
A. The State Association Conference will be held in Saratoga Springs, New York March 8 - 10, 2023. Registration fees are \$250 per person. Travel rules and per diems can be found here: [Travel_1.pdf \(nycourts.gov\)](#)
12. If the actual annual cost exceeds your current estimate, will OCA pay the difference?
A. Reasonable travel costs will be reimbursed in accordance with UCS travel rules in accordance with the contract budget for the period.
13. What is the cost, location, and frequency of the Friends of Recovery Conference, including registration, lodging, and meals, per person, per year?
A. The conference is held in Albany every year in October. Registration fees are \$250 per person. Travel rules and per diems can be found here: http://ww2.nycourts.gov/sites/default/files/document/files/2022-05/Travel_1.pdf
14. If the actual annual cost exceeds your current estimate, will OCA pay the difference?
A. Reasonable travel costs will be reimbursed in accordance with UCS travel rules in accordance with the contract budget for the period.
15. The RFP, on page 9 indicates, “all budgets must include travel expenses for attendance by at least one person at one mandatory grantee meeting per Contract Period” (at the NADCP

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Conference). Is the registration, lodging and meals covered by the Court outside of this grant?

A. This clause was included in error, and applicants should not budget for this travel.

16. Is a 5% increase year to year acceptable to cover increasing travel costs to this National Conference?

A. This clause was included in error, and applicants should not budget for this travel.

17. In the case of staff turnover, is the cost of the Recovery Coach Academy© of the Connecticut Community for Addiction Recovery (CCAR) training an allowable expense in year 2, 3, or 4?

A. Yes, training is an allowable expense in the event of staff turnover if funds are available within the budget for a given period.

18. Do the grantee-submitted budgets have to match the yearly budget maximums (listed on page 9 of the RFP) exactly?

A. Applicants may submit budgets for individual budget periods that differ from the maximums, but no budget may exceed the overall total listed either for the period or the entire Contract Term.

19. Why is the maximum budget listed for year 5 (\$180,716) less than year 4 (\$183,527)?

A. The final budget period allocation includes less (\$2,811) funding for training purposes given that additional training needs in the final year should be minimal.

20. With the expected annual staff wage and fringe increases (especially health insurance costs) if our staffing costs surpass the yearly budget maximum, can we reduce staff hours to fit the projected budget?

A. Yes, reductions in overall staffing to meet budgetary requirements are acceptable as long as the project services will continue to be delivered satisfactorily.

21. If not, can we voucher our actual costs to the grant (thereby exceeding the maximums listed)?

A. Not applicable.