

SOLICITATION ADDENDUM

Date: **June 30, 2025**
Subject: **HEZ Community Health Workers**
Solicitation Number: **25-RFA-13139**
Due Date/Time: **7/18/2025 12:00 PM**
Addendum Number: **2**

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation “Addendum” as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals, etc.).

List any and all changes:

- Please find attached the final question and response document pertaining to the formal questions submitted through June 27, 2025.
- The due date has been extended until July 18, 2025 at 12:00:00 PM

Type of Solicitation: Resource Account (RA) - Please include this Addendum with your response submission to the Resource Account provided, by the due date.

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

Name: **Stephanie Hostetler**
Title: Issuing Officer
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Email: RA-pwRFAquestions@pa.gov

Questions & Answers Log

	Section Reference	Question	Answer
1		Are current HEZ grantees eligible to apply?	Yes.
	Section Reference	Question	Answer
2		If so, and a current grantee is awarded, will it be possible for the effective date to be concurrent with the end of the current grant (April 30, 2026)? Or will the effective date need to be sooner?	DHS anticipates awarding Grant Agreements by April 2026, but this is subject to change.
	Section Reference	Question	Answer
3	III-6. Work Plan. Tasks. A.	Is a planning phase allowable for the first 3-4 months of the grant?	Applicants should refer to Section III-6 Tasks, Section A. Implementation, of the RFA, which provides for a two month implementation period and permits the Department to extend the time for the completion of any implementation phase requirement. The Department will consider applications which propose a longer implementation period and explain the rationale for the longer period.
	Section Reference	Question	Answer
4	Part I-11 Application Requirements. B. Application Format	Is there a recommended page limit for the technical response?	There is not a page limit for the technical response. Applicant should refer to Section I-12. Economy of Preparation.
	Section Reference	Question	Answer
5		Are there any additional budget guidelines pertaining to allowable costs?	There are no additional budget guidelines pertaining to allowable costs other than what is included in the RFA. Applicants should refer to Part IV, Cost Submittal, of the RFA and to the cost submittal worksheet document. Applicant should review all tabs of the cost submittal worksheet. Additional, please review the Part II, Section II-4 Evaluation Criteria: Budget and Financial Planning, for

Questions & Answers Log

			information on how the costs will be evaluated.
	Section Reference	Question	Answer
6	I-4. Objectives B. Specific	Is there a recommended list or guide of evidence-based interventions for projects?	The Department does not have a recommended list of evidence-based interventions for projects.
	Section Reference	Question	Answer
7		When is the start date on this cycle? If an organization is currently receiving HEZ funding till April 2026, does that impact this RFA cycle?	Please refer to the answer provided in question 2.
	Section Reference	Question	Answer
8		For returning applicants, will having received funding through the prior cycles of HEZ CHW funding impact consideration of funding in this round?	Applicants will be evaluated based on the evaluation criteria and processes contained in Part II, Criteria for Selection.
	Section Reference	Question	Answer
9		For returning applicants, is DHS hoping to see notable changes to the proposed grant activities from previous rounds, or is a continuation of the same programming acceptable? Alternatively, would structural changes to the applicant's approach negatively impact the proposal?	Please see the response to Question 8.
	Section Reference	Question	Answer
10	Part 1-4.B-1.	Under I-4.B-1, the RFA specifies DHS' objective to "implement evidence-based projects to improve social determinants of health and health conditions in the HEZ." What qualifies a project as evidence-based for this RFA?	The Department considers evidence-based projects as those that rely on data and proven methods. Applicants should describe, as part of their Technical Submittal response, how and why the project they are proposing is supported by data and proven methods.
	Section Reference	Question	Answer
11	Part III.6. Work Plan	What is the scope of partnership required for this opportunity?	Refer to sections III-6. Work Plan, D., Community Engagement and I., Partnerships and Collaborations.

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	Section Reference	Question	Answer
12		Will DHS be sharing a submission checklist?	Applicants should review and respond to the RFA. The Department does not have a submission checklist. However, applicants may refer to Section I-11 Application Requirements.
	Section Reference	Question	Answer
13		Are any financial documents required beyond the Cost Submittal?	Applicants should review and respond to the RFA in its entirety. Applicants should refer to Part IV, Cost Submittal, and the cost submittal worksheet document. Applicants should also provide financial information in response to section III-5. Financial Capability.
	Section Reference	Question	Answer
14		Are there page limitations on the narrative?	Please refer to the answer provided to question 4.