

Addendum to RFA# 67-118  
(Prevent Injuries in Children)

Date: July 13, 2021

Addendum Number: 1

Addendum Changes:

**Part One:** Part One of the addendum is to modify and amend the RFA Part One, Section A., page 4 to read:

“Applications are welcomed from Pennsylvania not-for-profit 501(c)(3) organizations, city or county government agencies, or community-based health or human service agencies.”

“This RFA provides interested Pennsylvania institutions, organizations and persons with information to prepare and submit applications to the Department.”

**Part Two:** Part Two of this addendum is to provide answers to all questions per the RFA Potential Applicant letter.

Question 1: “If we are subcontracting for the in-home educational components, does our agency still receive the grant funds for just referring individuals and families to the sub-contractor?”

Answer: An awarded applicant is not prohibited from receiving grant funds for referring individuals and families to a sub-contractor that completes the in-home educational components. Per Part One, General Information, Section B.2.e), page 7, the budget must be reasonable for the work proposed and appropriate for the need within the county to be served. The budget must reflect an effective use of funds to provide program services to the eligible populations. In addition to the downloadable budget forms, a maximum four-page narrative must be provided and must include justification supporting the need to allocate funds for items in the spreadsheet of the itemized budget. The justification must provide a clear description of how the budget items directly relate to the completion of project activities. Individuals and families referred to the Prevent Injuries in Children (PIC) Program must come from an approved home visiting program. Per Part One, General Information, Section B.1.e), page five, Applicants must identify at least one approved home visiting program to partner with to direct pre-qualified families to the PIC Program. Per Part One, General Information, Section B.4.b)i. page 9, The awarded applicant shall establish at least one referral partnership with a Pennsylvania MIECHV (Maternal, Infant, and Early Childhood Home Visiting) Program, a county or municipal health department

Title V funded home visiting program, or other Department approved home visiting program to direct eligible and prequalified families to the PIC

Question 2: “If we choose not to subcontract we would be the ones providing all services and we would partner with another organization so that we can actually receive referrals for the program, correct?”

Answer: Yes. Per Part One, General Information, Section B.4.b)i. page 9, The awarded applicant shall establish at least one referral partnership with a Pennsylvania MIECHV Program, a county or municipal health department Title V funded home visiting program, or other Department approved home visiting program to direct eligible and prequalified families to the PIC Program.

Question 3: “I’m wondering if I can obtain additional information regarding this grant announcement? The link only directs you to the announcement, but not specifics, such as grant objectives, deliverable expectations etc. Is it possible to access this information?”

Answer: All information needed to apply can be found at <http://www.emarketplace.state.pa.us/Solicitations.aspx?SID=RFA%2067-118>. The specifics of Grant objectives, deliverable expectations, and all other necessary information to apply can be found in the linked documents in the Related Solicitation Files section of the linked page above.

Question 4: “Subject to the availability of funds, a total of up to 10 applications in the maximum amount of \$206,250.00 per county will be funded. Would that preclude a city from applying?”

Answer: No. Per Part One, General Information, Section A. page 4 (modified and amended above), applications are welcomed from Pennsylvania not-for-profit 501(c)(3) organizations, city or county government agencies, or community-based health or human service agencies. Awarded applicants are required to service the entire county; however, they may target within the county. Per Part One, General Information, Section B.3., the awarded applicant shall provide or arrange to enroll participants in the PIC Program throughout the county.

Question 5: “If an organization applies for multiple counties, is the expectation that each county’s application is written as a stand-alone program or can the approach consider partnerships across all counties applied for?”

Answer: Per Part One, General Information, Section B.1.g), Applicants may submit an application for more than one county; however, a separate application must be submitted for each county. An applicant will be awarded for no more than four counties. There is no prohibition for the approach to consider partnerships across all counties applied for.

Question 6: “If an organization applies for multiple counties, and is ultimately funded for only some of those counties, is there an opportunity to submit a revised budget and budget narrative for the counties that were awarded?”

Answer: Yes, if a single bidder is the successful applicant in multiple counties, negotiations will take place to account for economics of scale. As per Part One, General Information, Section B.1.g), An applicant will be awarded for no more than four counties.

Question 7: “In order to optimize budgets, we'd like to propose shared costs across the multiple county programs (splitting budget costs for things like training, personnel time across multiple counties). How do you suggest this occur?”

Answer: Per Part One, General Information, Section B.1.g), Applicants may submit an application for more than one county; however, a separate application must be submitted for each county. An applicant will be awarded for no more than four counties. Also, refer to Part One, General Information, Section B.2.e., the budget must be reasonable for the work proposed and appropriate for the need within the county to be served. The budget must reflect an effective use of funds to provide program services to the eligible populations. In addition to the downloadable budget forms, a maximum four-page narrative must be provided and must include justification supporting the need to allocate funds for items in the spreadsheet of the itemized budget. The justification must provide a clear description of how the budget items directly relate to the completion of project activities.

Question 8: “What is the volume of children/families to be served on an annual basis?”

Answer: There is no minimum or maximum number of children/families to be served required for this RFA. Per Part One, General Information, Section A. page 3, The overall goal of this funding is to promote education and the use of low-cost interventions to prevent injuries in children ages zero through nine, especially those that lead to death or hospitalization. Per Part One, General Information, Section B.2.d), Feasibility and Timeliness: This refers to the applicant’s ability to clearly describe a plan that is feasible for accomplishing the program deliverable, including who shall be responsible for specific tasks, and how many families shall be served.

Question 9: “What type of staff is required? What are the minimum requirements for staff credentials, education or license/certification?”

Answer: Per Part One, General Information, Section B.2.a), the applicant, including subcontractors, shall demonstrate that key personnel have sufficient experience and education to conduct program activities. Per Part One, General Information, Section B.4.a)viii., Provide training and educational activities for staff on effective family engagement and child injury and safety topics including but not limited to: (a) All staff

performing in-home education must have completed an approved motivational interviewing course within two years of commencing in-home education and discussions.  
(b) All staff performing in-home education must complete at least eight hours of related professional development education or training or both approved by the Department each year of the Grant Agreement period.

Question 10: “Is this a new or continuing Grant? If continuing Grant, who is the current contractor.”

Answer: This Grant opportunity is a new Grant.

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