

## Public Q&A

### Budget

*Cal Voices, Dec 03, 2024 8:40 AM PST, Not Public - Pending*

The RFP states that "training costs will be covered through a fixed budget. If awarded, is the contract a cost-reimbursement contract or deliverables-based contract? How will the funding amount be determined?

**The total funding amount will depend on the number of participants trained, as determined by the approved cohort sizes and the total participant count allocated to the awarded training provider(s). Payment will be invoiced by awardee based on number of participants trained, per terms of Agreement.**

### Funding

*Cal Voices, Dec 03, 2024 1:20 PM PST, Not Public - Pending*

How will funding be determined? Will it be an amount per participant, or will it be based on the deliverable? (Example: Training Provider is paid \$X for each training cohort provided OR Training Provider will be paid \$X for each participant who attends the training?)

If paid per participant, what happens if someone does not complete the training?

**Funding may be determined through a combination of both participant attendance and successful completion of the deliverables, ensuring flexibility and alignment with training goals. The funding is based on a fixed budget cost.**

### Virtual Training

*Cal Voices, Dec 03, 2024 1:22 PM PST, Not Public - Pending*

Is there a time period in which the virtual portion of the training needs to be completed? Does it need to be completed in five consecutive days? Does it need to be completed in the week following the in-person training portion?

**The first 40 hours of the training are required to be in-person. The virtual portion of the training does not need to be completed in five consecutive days, but it must be completed**

within the overall program timeframe of January through February 2025.

Training Providers are encouraged to structure the virtual training in a way that supports participant engagement and accommodates their schedules. While the specific timing of the virtual portion is flexible, it is recommended that the virtual training begins shortly after the in-person training concludes to maintain continuity and engagement.

Participants must complete the entire 80-hour program (including both in-person and virtual components) within the required timeframe to meet program goals and certification requirements. Training Providers should communicate clear timelines and expectations to participants to ensure timely completion.

### Cohort Size

*Cal Voices, Dec 03, 2024 1:24 PM PST, Not Public - Pending*

What is the minimum number of cohorts an organization can propose to provide and still be considered for an award?

**There is no specified minimum number of cohorts an organization must propose to provide in order to be considered for an award. However, the ability to deliver high-quality training to meet program goals will be a key evaluation factor. Organizations are encouraged to propose the number of cohorts they can realistically and effectively manage within the program's January–February 2025 timeframe.**

Is there a minimum number of participants required in each cohort?

**This information is under review; however, the facility capacity will be taken into consideration for in-person training cohorts to ensure program cost-effectiveness and efficient use of resources. Proposals may demonstrate the ability to train larger groups and manage multiple cohorts within the timeframe, as applicable.**

### Indirect Costs

*Loyola Marymount University, Dec 04, 2024 11:02 AM PST, Not Public - Pending*

Are indirect costs allowed in this contract?

**Indirect costs are not permitted. Training costs are covered through a fixed budget as noted in the proposal guidelines. Applicants should ensure that all cost proposals align with all requirements.**

## Number of Awards

*Painted Brain, Dec 04, 2024 3:50 PM PST, Not Public - Pending*

Is it the intention for a single entity to provide training to 1,050 individuals, or for multiple organizations to receive awards?

**No. The intention is for multiple organizations to receive awards. CalMHSA seeks to collaborate with multiple training providers to ensure the successful delivery of training to 1,050 individuals across California. This approach allows for geographic and logistical considerations, ensuring training accessibility for participants statewide.**

**Each training provider is encouraged to propose the number of cohorts they can realistically and effectively manage within the program's timeline. Proposals will be evaluated based on the provider's capacity, expertise, and ability to meet program objectives.**

## Missing Information

*Painted Brain, Dec 04, 2024 3:51 PM PST, Not Public - Pending*

Exhibit E is mentioned in the RFP but is not present within the exhibit. This is crucial information, as it is the only place where compensation is discussed. (Per the RFP: "Contractor shall be compensated as set out in Exhibit E which represents full compensation for all Services and shall be inclusive of all of Contractor's out-of-pocket expenses incurred in the performance of this Agreement, including travel, unless otherwise agreed to herein.") Where can Exhibit E be found?

**The Standard Service Agreement Template download is a blank template and not a final version of the Agreement CalMHSA may execute with a selected vendor. This Agreement does not include items such as the scope of work or budget as these will be determined upon execution with the selected vendors. Additional content may be adjusted prior to execution as deemed necessary for the project.**

## Future Opportunities

*Painted Brain, Dec 04, 2024 3:52 PM PST, Not Public - Pending*

Will there be additional opportunities for RFPs like this one, perhaps with more lead time, as this is a very short turnaround for a large project.

**Maybe. We release RFPs based on the program needs and availability of funding. We are not able to speak to when the next opportunity for an RFP may be.**

**Where is Exhibit E as referenced on page 3 of Standard Services Agreement? Is there a template for budget?**

*Emotional Health Association dba SHARE!, Dec 05, 2024 10:00 AM PST, Not Public - Pending*

Where is Exhibit E as referenced on page 3 of Standard Services Agreement? Is there a template for budget?

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### Assigning Participants

*Emotional Health Association dba SHARE!, Dec 05, 2024 10:00 AM PST, Not Public - Pending*

How will CalMHSA go about assigning participants for the training?

**CalMHSA will provide the training provider with a list of participants who have been selected to attend the training. Participants will be assigned to specific training cohorts based on logistics such as location, training schedule, and other considerations to ensure equitable access and program success.**

Can the Contractor also recruit participants for the training?

**Contractors may NOT independently recruit participants for the training. All participants must be referred and approved through CalMHSA's established process to maintain consistency and ensure alignment with program goals and requirements. Contractors are expected to coordinate with CalMHSA on participant communication, enrollment, and**

training logistics once the participants are assigned.

### Internships

*Emotional Health Association dba SHARE!, Dec 05, 2024 10:01 AM PST, Not Public - Pending*

Is Contractor expected to include field work or internships with the training?

**No. However, the training content used must be the 80-hour curriculum approved for your agency. As noted in the RFP, adjustments to the delivery of the content may be made to ensure alignment with our program goals.**

### Already in peer workforce?

*Emotional Health Association dba SHARE!, Dec 05, 2024 10:01 AM PST, Not Public - Pending*

Will the participants be people who are already working or volunteering in the peer workforce?

**Participants selected may be individuals who may or may not yet be in the peer workforce. Participants referred by CalMHSA may have varying levels of work experience. Participants must not yet have a Medi-Cal Peer Support Specialist Certification.**

### Work experience?

*Emotional Health Association dba SHARE!, Dec 05, 2024 10:01 AM PST, Not Public - Pending*

Will the participants have previous work experience?

**Participants referred by CalMHSA may have varying levels of work experience. While some participants may have prior experience in behavioral health or peer support roles, others may be new to the field. The Medi-Cal Peer Support Specialist training program is designed to equip participants with the knowledge and skills required to meet the certification requirements, regardless of their previous work experience.**

**Training providers are encouraged to use instructional strategies that accommodate diverse backgrounds and experience levels to ensure all participants can succeed in the program.**

### Subcontractor?

*Emotional Health Association dba SHARE!, Dec 05, 2024 10:01 AM PST, Not Public - Pending*

Can a Contractor work with a sub-Contractor for some of the services?

**Yes, subcontractors are allowed under this Agreement.**

### Ongoing support

*Emotional Health Association dba SHARE!, Dec 05, 2024 10:02 AM PST, Not Public - Pending*

Is the Contractor expected to provide ongoing support in terms of placement or retention?

**No. The Agreement does not have obligations to provide the participant with ongoing support. However, the Agreement does not prohibit the training provider in offering ongoing support to participants.**

### State exam

*Emotional Health Association dba SHARE!, Dec 05, 2024 10:02 AM PST, Not Public - Pending*

Do the participants have to take the state exam within the 2-month period?

**Funding is time limited. Therefore, participants who successfully complete the training program sit for the certification exam soon after completion of training. The timeframe to sit for the exam is under review.**

### Primary goal

*Emotional Health Association dba SHARE!, Dec 05, 2024 10:02 AM PST, Not Public - Pending*

Is the primary goal of this program to increase the number of people in the peer workforce? Or is the primary goal of this program to find out how quickly people can be prepared for the peer workforce?

**The primary goal of this program is to increase the number of individuals in the peer workforce by equipping participants with the knowledge, skills, and certification required to become Medi-Cal Peer Support Specialists. The program is focused on expanding and strengthening the peer workforce across California to meet the growing demand for peer support services in behavioral health settings.**

**While the program includes time-bound objectives to ensure participants are prepared for**

the workforce efficiently, the overarching purpose is workforce development and the enhancement of services available to Medi-Cal beneficiaries. Training providers are expected to deliver high-quality, accessible, and engaging training programs that meet certification standards and align with the long-term goal of workforce expansion.

### Reimbursement rate

*WestCoast Children's Clinic, Dec 05, 2024 12:55 PM PST, Not Public - Pending*

What will be the reimbursement rate or funding provided to cover the trainings.

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### Virtual Training Options

*WestCoast Children's Clinic, Dec 05, 2024 12:56 PM PST, Not Public - Pending*

Is the virtual training component meant to be live or self-paced/recorded?

**The Contractor is required to deliver the approved 80-hour Medi-Cal Peer Support Specialist training curriculum that has already been approved for their agency. This curriculum must include the following components:**

- 1. In-person Training:**
  - a. Deliver the first 40 hours of in-person training over five consecutive days
  - b. Ensure participant engagement and accessibility for all individuals during training sessions.
- 2. Virtual Training:**
  - a. Deliver the next 40 hours of virtual training.
  - b. Ensure the training aligns with the 17 core competencies for Medi-Cal Peer Support Specialists as established by the Department of Healthcare Services (DHCS).
- 3. Curriculum Fidelity:**
  - a. Use the approved training materials without modification to the content, except for administrative or organizational adjustments necessary for hybrid delivery.
  - b. Adhere to all guidelines, policies, and standards set by CalMHSA for Medi-Cal

**Peer Support Specialist training.**

**4. Compliance:**

- a. **Follow all safety and accessibility standards for in-person training.**
- b. **Ensure the virtual training platform meets technical and accessibility requirements to support participants with varying needs.**

**By delivering the approved curriculum, the contractor will help equip participants with the knowledge and skills required for certification and their future roles as Medi-Cal Peer Support Specialists.**

**Participants**

*WestCoast Children's Clinic, Dec 05, 2024 1:06 PM PST, Not Public - Pending*

How are participants selected and registered for the training? Is it something we participate in/complete or something completed by CalMHSA?

**CalMHSA will provide the training provider with a list of participants who have been selected to attend the training. Participants will be assigned to specific training cohorts based on logistics such as location, training schedule, and other considerations to ensure equitable access and program success.**

**Information on registration is under review.**

**Notification**

*Emotional Health Association dba SHARE!, Dec 05, 2024 4:10 PM PST, Not Public - Pending*

What date with the Contractor be notified of their selection?

**The Notice of Intent to Award is December 13, 2024.**

**Per Diem and Travel for Providers**



*Crestwood Behavioral Health, Inc., Dec 06, 2024 8:35 AM PST, Not Public - Pending*

Will the awardees be provided per diem and will travel, and lodging expenses be covered?

**No. Awardees will receive funding based on a fixed budget cost.**

### Question About All Virtual Trainings with NO In Person Elements

*DBSA, Dec 06, 2024 10:48 AM PST, Not Public - Pending*

[Our] training is 40 hours of SELF STUDY then 40 hours ONLINE via Zoom.

Thus, are we eligible for this opportunity as we are NOT based in California and will NOT have any in person element nor hours to our training experience???

**The RFP opportunity is open to all eligible and must meet the requirement. Applicants and staff must be located in California as noted in the RFP documents.**

### Length of Submission

*Crestwood Behavioral Health, Inc., Dec 06, 2024 12:51 PM PST, Not Public - Pending*

On bottom of page 3 of the RFP, it states in parentheses "Not to exceed 10 pages" and then it lists the components 1 through 11, with 11 being the letters of support. Do the three letters of support count within those 10 pages?

**The letters of support do NOT count toward the 10-page maximum.**

### Letters of Support

*WestCoast Children's Clinic, Dec 06, 2024 1:11 PM PST, Not Public - Pending*

Do Letters of Support count toward the overall length limit of 10 pages?

**The letters of support do NOT count toward the 10-page maximum.**

### Can we use a table in the proposal

*WestCoast Children's Clinic, Dec 06, 2024 1:34 PM PST, Not Public - Pending*

Can we use tables as part of the application? Specifically for the Staffing Plan.

**Yes. Applicants can use tables to communicate staffing plan.**

### Request for Extension to Submit Three Signed Letters of Support

*Depression and Bipolar Support Alliance (DBSA), Dec 06, 2024 3:11 PM PST, Not Public - Pending*

We will have 10 of the 11 requested items or information completed by the due date of December 11, 2024. However, we would like to request for an extension date to submit item #11 of the RFP deliverables, Three Signed Letters of Support.

**CalMHSA must follow procurement processes. All applicants are required to meet the RFP requirements at time of submission.**

### Document submission

*Emotional Health Association dba SHARE!, Dec 06, 2024 3:18 PM PST, Not Public - Pending*

Should the 10-page narrative include the letters of support?

**The letters of support do NOT count toward the 10-page maximum.**

Should the Narrative and audited financial statements be uploaded as a single .pdf or as separate documents?

**The financial statements will need to be provided prior to contract execution. A single PDF is preferred.**