**Q and A**

1. Is there a billable rate for this process?

Answer: Community Development can be billed for Community Meetings. It should be noted that the Community Development hours may not exceed direct service hours.

1. Do you want prior number served pertaining to our services provided?

Answer: There is no need for submission of these numbers during the RFA process. You will provide this information when you report data and outcomes on a quarterly basis.

1. Is year one implementation and year 2 & 3 based upon services from plan continuation?

Answer: Yes, year one of this three year cycle is an implementation year. The RFA is designed to capture where each individual agency currently is and implement from that point. The local needs assessment process is ongoing. We should see progress throughout the year and into continuation years.

1. Can we pull baseline data from other sources such as Community Health Report etc..?

Baseline data for your individual outcomes needs to be based on the data you collect for your service delivery. When trying to identify the need, you may use other sources of data (e.g. Local health assessment, ODMHSAS needs assessment, etc.).

1. What funding amount are we to budget for?

Answer: Allocations are not changing so it would be the same as previous years. Your allocations by category should reflect the identified area of need. Make sure you are providing core services to youth throughout the juvenile justice continuum.

1. Is the RFA posted on the first day the most current version?

Answer: Due to formatting issues, the RFA has been updated and reposted to the website. If you downloaded a version with a title lower than v4 then you are not using the current version and you will have formatting issues. If you need additional assistance, please contact us via the [cbys@oja.ok.gov](mailto:cbys@oja.ok.gov) email address.

1. Do we have the choice of cost reimbursement or rates given that we were provided a budget for both?

Answer: OJA is reviewing the status of the pandemic on a quarterly basis. A determination if cost reimbursement will be extended has not been made.

1. What is the best way to demonstrate that an agency has gone through much of this process and is currently in the midst of implementation?

Answer the readiness questions honestly. The local needs assessment process is ongoing as needs change. OJA should be able to tell where you are by the way you answer the questions and develop your service delivery plan with performance measures.

1. Question that says describe the risk factors that your proposed interventions will target...use data to support your reasoning.  Is this question meant to be answered now? Yes

Do I identify the risk factors or my team will eventually define the risk factors.

Answer: Use the risk factors you have identified up to this point. Throughout this year, you will revisit your plan and may modify your findings as you continue to assess the community need.

1. Could the application be adjusted so that we know how many words/characters are allowed per response?

Answer: In the newest format, the majority of the questions are unlimited. Answers in tables have been limited. The lowest limit is 10,000 with upper limits as high as 30,000 characters. If you run into a formatting issue, please reach out to us via the [cbys@oja.ok.gov](mailto:cbys@oja.ok.gov) email and we will fix your formatting issues so that you do not lose the information already entered into the form.

1. On page 6, item “d”, what is meant by providers and placements?

Answer: Within the juvenile justice system, youth may have interactions with other service providers (workforce, Systems of Care, private providers, etc.) and they also may come into contact with placement providers (e.g. private placements, OJA/DHS group homes, etc.). This will vary by catchment area.

1. Do you want us to list every school in our catchment area? If so, please amend the form so there are enough cells to include the information.

Answer: Yes, the form has been amended. See the updated RFA posted to the OJA website.

1. Why did OJA choose to disregard feedback provided by OAYS and its member agencies prior to releasing the RFA?

Answer: As discussed in the Pre Bid Conference, the letter from OJA was our response. As discussed in the Pre Bid Conference, OJA has provided more details to each item in the letter from OAYS and have posted them below in this document.

1. When will the missing appendices be provided?

Answer: The appendices remaining (Quarterly Reports and Continuation Application) are currently being worked on and will be posted as soon as they are complete. Agencies will not need to fill anything out. For more information, please refer back to the Pre Bid Conference.

1. How will the RFA be evaluated?

Answer: Please refer to the Pre Bid Power point and recording. Slides 5 and 6 address the required competencies and the characteristics of a responsive application.

1. Who will evaluate the RFA?

Answer: The Program Manager assigned to CBYS work will coordinate the scoring process. Staff agency-wide with diverse backgrounds and expertise will score the applications.

1. Geography and Demographics –
   1. Question 3 – What sources would you recommend be used to determine the answer to this question?

Answer: There isn’t a recommendation. We need to know how the determination was made on equity. Sources will vary by catchment area.

* 1. Question 4 – What is intent of this question? Why are other funding sources included in this question?

Answer: A true strategic plan and thorough self-assessment examines all aspects of service delivery (resources, needs, barriers, service gaps, etc.).

1. How are my agency’s “feelings” going to be scored?

Answer: Feelings are not scored. Responsiveness to the questions will be.

1. Question 4 – What does the following statement mean - “This is a critical component of your local strategic plan and will be prioritized for funding?”

Answer: This question is a critical component of the plan and will be scored.

1. Based on this RFA how do we prioritize the needs information that we have obtained?

Answer: This RFA is a strategic plan that comes from a local needs assessment process. Use the CATS manual, page 31, “Finding Priorities” to help drill down your priorities. Some potential priorities may need to be revisited after the application process as part of your implementation year.

1. Do we need a P, an X, or leave it blank in each category on the grid on Section 2: Listening to the Catchment Are Consumers and Stakeholders box?

Answer: It is a dropdown box. You will select active or pending.

1. If you are not planning on providing a service and leave it blank, will it be counted against you?

Answer: If your community identifies a need and your agency doesn’t have the capacity to meet the need, then a plan to meet the need with other resources needs to be developed and worked on throughout the CATS process. We should see this need in the Data Mapping tool and there should be details in the Context/Notes section that show next steps to address the community need.