**STATE OF MAINE REQUEST FOR PROPOSALS**

**RFA AMENDMENT #1 AND**

**RFA SUBMITTED QUESTIONS & ANSWERS SUMMARY**

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| **RFA NUMBER AND TITLE:** | RFA#202306130 Healthcare Disparities Funding for Community Paramedicine |
| **RFA ISSUED BY:** | Department of Public Safety |
| **SUBMITTED QUESTIONS DUE DATE:** | July 5, 2023, no later than 11:59 p.m., local time |
| **AMENDMENT AND QUESTION & ANSWER SUMMARY ISSUED:** | July 7, 2023 |
| **PROPOSAL DUE DATE:** | July 26, 2023, no later than 11:59 p.m., local time |
| **PROPOSALS DUE TO:** | proposals@maine.gov |
| **Unless specifically addressed below, all other provisions and clauses of the RFA remain unchanged.** |
| **DESCRIPTION OF CHANGES IN RFA (if any):**1. The amendment provides updated dates for the contract period of the RFA. This is a change under the Details and Instructions section, part E. Contract Terms.
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| **REVISED LANGUAGE IN RFA (if any):**The Department anticipates issuing awards for a contract period beginning as early as **August 1, 2023 and ending no later than June 30, 2024.** Contract periods may vary based on the time each application is received and scored by the Department and the Department’s ability to fully execute each contract. The Department does not anticipate the availability of additional funding after this period. |

**Provided below are submitted written questions received and the Department’s answers.**

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| **1** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements page 8 | I don’t see a template to follow for both budget and response to questions. I only see the Cover Page and DEBARMENT, PERFORMANCE and NON-COLLUSION CERTIFICATION form. Are there other attachments or links to forms that should be included? |
| **Answer** |
| No, there are no specific budget or question templates. The goal here is that agencies build budgets that are usable to them. The evaluation team will be scoring based on all the questions in the RFA being adequately responded to. The budget should align with the scope of work and have an understandable breakdown of funding. For example, if you ask for a salary, identify the hourly rate and expected work hours (1 FTE at 40 hrs/week @ $20hr = $41,600 for the year). This is a resource that may be useful in building a budget: <https://www.instrumentl.com/blog/grant-budget-examples> .  |

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| **2** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements page 8 | Can a local health system (i.e. local hospital system or healthcare agency) be named as a sub-recipient of funding? |
| **Answer** |
| Yes, however, it depends on what they are receiving funding for. An applicant can request funding for a subcontractor if it aligns with the RFA and CP designation requirements. For example: utilizing a sub-contractor to provide evaluation or training support is reasonable. Utilizing a subcontractor to provide staffing and oversight would not be feasible as this is a requirement of the EMS agency. A subcontractor may also not be used to expand an EMS agency’s scope of practice. |

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| **3** | **RFA Section & Page Number** | **Question** |
| Details and Instructions page 5 | What is the grant period? Section E. Contract section says period is “July 1, 2024 and ending no later than June 30, 2024” |
| **Answer** |
| See amendment above. The contract period has been amended to say as early as August 1, 2023 and ending no later than June 30, 2024. Agencies can choose what timeframe works best for them based on their scope of work as long as the end date is no later than June 30, 2024. |

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| **4** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements page 7 | Can a CP EMS program expand to service zip codes outside their current EMS license to service other areas of need – for CP visit only? |
| **Answer** |
| Yes, an agency can provide CP services to a broader area than their 911 catchment area. If you are providing services to a broader catchment area, there must be documentation of support and discussion with the EMS agency that oversees that catchment area for 911 response. The CP agency will also need to have a plan for 911 response with the service area responder should a CP visit turn emergent.  |