

Questions & Answers for AI Education Assistance Program RFP# GB2024-100-13

Question #	RFP Section	RFP Heading	Question	Answer
1	1.2	Required License	If we have multiple residential licenses, does it make a difference which one, we use for this project?	No license required
2	1.2	Required License	Does the operation of the project have to take place out of the residential program attached to the license?	No license required
3	3.0	Scope of Project	Student support services references the Departments FHS mentors, are these employees of the Department? What is their job description? Who has oversight of these positions? How do we make sure we are not duplicating duties of the FHS mentors? Will this task remain with the department, or will this be a position we need to fill as part of our contract?	Fostering Hope Mentors are program specialist with DHR who are part of the State Office of ILP. They work in partnership with the vendor to assure appropriate services are guidance is provided to youth receiving Fostering Hope funds. Their position remains with the Department.
4	3.2.1	Administrative Services	Item 1 states “must obtain Departmental verification of participants eligibility”. What is the verification process and to whom are these inquiries directed?	The State Office of ILP conducts the eligibility screening for each applicant. The process involves confirming in our FACTS system the home removal dates of care to assure applicant meets eligibility.
5	3.21	Administrative Services	Issuing Vouchers: What is the communication around the payment of the FHS? Does that happen through the portal?	For FH the vendor provides weekly reports that indicate when payments are confirmed and ready to be paid to schools. These reports are received each Tuesday, confirmed through the Office of ILP and

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			How is timely verification obtained if payments must be made within 30 days of determination? We have observed through our scholarship program that students are receiving Fostering Hope funds whether they are getting other funds/scholarships or not. Are the FH funds guaranteed or are they only needs based if tuition is paid by other sources?	processed through the Office of Finance. Per legislation, "A scholarship awarded pursuant to this act may not be reduced by the amount of any federal aid, scholarship funds, or grant funds otherwise received by the person or by the amount of any private donations made to assist the Fostering Hope program." Therefore, the vendor requests the exact amount listed by the school for tuition be paid to the school.
6	3.21	Administrative Services	ETV fund priorities: What is the cap on ETV funds? How do we know what is available to give the students? Is there a maximum amount of ETV funds per student?	Eligible youth are allowed up to \$5000 annually for ETV according to need and not to exceed Cost of Attendance. Funding would be paid first to the school to cover any remaining amount and then to the youth for living expenses.
7	3.21	Administrative Services	Are there rules around funding limits for Fostering Hope funds for each student? Same as above for ETV.	Funding for FH is based on tuition and required fees as indicated by the school.
8	3.23	Monitoring	Line B "insure ETV funds do not supplant, or duplicate other federal funding designated for the same purposes". What is the procedure to monitor this funding?	The vendor would be required to adopt a procedure to monitor this funding.
9	3.0	Scope of Project	Can the Department tell us an anticipated number of students that are serviced by ETV and FH funds each year? Is there a different population served by each funding source or are they the same students?	These numbers fluctuate each semester. For example, ETV had 182 recipients in 20-21 and 224 in 21-22 school year. FH had 213 in 20-21 and 251 in 21-22. For 20-21 there were 11 unique to ETV and 42 unique to FH. In 21-22 there were 19 unique to ETV and 46 unique to FH.

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10	5.0	Proposed Budget	if we are recommending supportive services that our staff provide, are we allowed to include salaries for these staff? There is no provision for wrap or supportive services in the RFP, or is this solely the task of FHS mentors?	Direct service is not a part of the contract requirements. Assessment by the provider, communication and referral to our FHS mentors is an expectation.
11	Cover Page	Cover Page	Cover page: states RFP is due on June 17 th and they are to be emailed to sdhr.procurement@dhr.alabama.gov Page 7: states the RFP is due on June 14 th Page 10: states the RFP is due by 12 pm, CST Which due date is correct?	June 14
12	4.0	Proposal Requirements	Is submission of the Electronic RFP in a PDF acceptable or is different format preferred?	Yes
13	4.0	Proposal Requirements	If there are technical issues with electronically submitting the proposal (ex: file is too large to send via email), is there an appropriate point of contact to ensure timely receipt of the RFP or to resolve any technical issues?	It is the vendor's responsibility to submit the proposal timely and to ensure that the file is transmitted electronically to the procurement officer. If multiple emails are needed to submit the proposal to the procurement officer or if a zip file is needed to be utilized, please contact procurement officer prior to submittal to ensure the emails are processed together.

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14	4.0	Proposal Requirements	Will we receive email confirmation that the RFP has been received?	Procurement Officer will send an email once the proposal is accepted as complete.