



## Youth Services Request for Qualified Providers Frequently Asked Questions October 2025

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### Compliance with Requirements

A) Do we have to be an active member of the Coordinated Access Network (CAN) to apply for this RFP?

**Response:** *No, you don't have to be an active CAN member at this time, but you 1) must collaborate with the CAN as stipulated in the RFP and 2) the grant activities must take place either in the New Haven CAN region, or others within CT BOS as stipulated in the RFP.*

- New Haven CAN: CT0278, CT0351, CT0352A, and CT0314
- CT0315 – applicants from all CT BOS CAN regions may apply, although there is a 1<sup>st</sup> preference for New Haven, and 2<sup>nd</sup> preference for Northwestern CAN.

B) While we know that the current YHDP Crisis Housing program is set up in a dormitory style with shared bedrooms, is a more congregate, or open layout setting allowable - similar to many emergency shelters?

**Response:** *While a semi-privacy setting was important to the Youth Action HUB that helped shape the YHDP projects, a more congregate/open layout setting is allowable in a TH program. The new provider would have to work with HUD to determine if this change in housing type would require a grant amendment. Strong applications will submit descriptions that include the current housing type, Dormitory, shared or private rooms, and work to shift that type upon award.*

C) The RFP specified that Letters of Support for subcontractors are required. If an applicant provides non-contractor LOS's, would that be viewed as beneficial for the application OR be considered "failure to comply with instructions"?

**Response:** *An applicant providing non-contractor LOS's would not be considered failure to comply with instructions.*

D) Please confirm that budget templates per program applied for are added as attachments and NOT counted in the page count. We understand that the budget narrative would be counted in the page count.



**Response:** The budget templates per program are not included in the page count. The budget narrative is to be included in the budget template. Therefore, the budget narrative should not impact the page count.

E) For CT0315, given the asterisk “Provider is working with HUD to determine if beds can be reduced to allow for funding for and/or operating costs,” should applicants proceed with a proposal based on the current funding structure? Would proposals for reduced bed capacity and, as such, increased rent/operating costs be considered “failure to comply with instructions”?

**Response:** Proposals for reduced bed capacity, etc. related to CT0315 will not be considered failure to comply with instructions. However, given the uncertainty of the ability to change the funding structure, a stronger response would include plans for the current funding structure as well as one with reduced bed capacity.

F) What is the minimum number of FTEs per project?

**Response:** There is no minimum number of FTEs per project. Applicants must work within the budgets provided to ensure that the programs have sufficient staffing to meet program participant needs and provide supervision for direct service staff.

G. In the RFP, it states that the proposal must be 8 pages (not including cover sheet and attachments). If an applicant applies for multiple program types, should the 8-page limit still be adhered to *in total* (i.e. across all sections), or does the page allotment increase to allow additional pages per section requested?

**Response:** If an applicant applies for multiple program types, they should submit the Organizational Experience section (2-page limit) only once. Sections 2 through 4 must be completed for each program for which an applicant is applying. Therefore – in a case where an applicant is applying for multiple programs, the total pages submitted for the proposal should increase. **Note:** there was conflicting information in the original RFP released – in which the page limit was listed as 6-page and 8-page in different sections. The page limit for sections 1 through 4 (not including cover page or budget) is **6 pages**.

### Funding

A) Section 3 mentions a recruitment plan for quick start-up/Mid-November (RRH & PSH) - but the contract does not begin until 12/01/25. Is funding available to supplement the recruitment period?

**Response:** Unfortunately, DOH is unable to provide funding prior to the official contract start date of 12/01/25 to support the recruitment period. However, DOH is exploring potential funding opportunities with other partners to help bridge this gap.

Given the unexpected closure of the current provider organization, applicants are expected to submit a feasible and proactive transition plan that ensures uninterrupted services for clients currently housed in the RRH and PSH programs as of December 1st. The reference to a potential



*mid-November start reflects the current provider's inability to guarantee staffing through the end of November—an evolving situation.*

*One potential strategy is to explore whether the experienced, existing staff—who are already familiar with the clients and program operations—may be willing to transition to the new provider organization. Another potential rapid start-up strategy is to temporarily reallocate your existing staff, who are currently engaged in similar projects, to provide short-term support—potentially through the use of overtime or adjusted workloads.*

B) Does RRH allow for admin?

**Response:** *The RRH program CoC funding does not include Administrative Costs. However, applicants can use indirect costs to cover some administrative expenses. See information under Indirect Costs in [the Appendix](#) for more information. In addition, up to 10% of the DOH state RRH funding can be used for project admin.*

C) Can DOH Supportive Services funds in RRH and SSO be used in part for admin?

**Response:** *Yes, up to 10% of DOH state funds can be used for project admin.*

### Schedule

A) For program models that require securing a facility (CT0278 & CT0315), what is allowed/expected start-up period, post contract award?

**Response:** *For **CT0278**, there are currently participants housed in the program, and continuity of services is essential. While there is no formally defined start-up period, services are expected to be operational by early December at the latest. Supportive services and rental assistance should begin while property acquisition negotiations are still underway.*

*For **CT0315**, youth are currently being transitioned out of the program, allowing for greater flexibility in the start-up timeline. However, having this resource available during the winter months is highly desirable to meet seasonal needs.*

B) What is the anticipated Notice of Award date?

**Response:** *The anticipated Notice of Award date is mid-November. The timing of the response relates to the number of complete applications received. Therefore, an exact date is not known at this time.*