

**COURT BASED MENTAL HEALTH NAVIGATOR (CBMHN)
RFP # 2025-031VF CHMHN QUESTIONS & ANSWERS**

Q1: Are eligible participants screened just in court, or can we seek out people in the community for diversion (and who have court involvement)?

Q1 Answer:

This is meant to be a Court Based service. Transparently, we wonder in your question, why if there is current court involvement, you would not work through the court? However, if there are scenarios or justifications that you would like to offer in your response, we will consider it. It should, however, be clearly tied to the target population, intended service provision, and goals as outlined within the RFP. It should also be articulated as to how this would be well coordinated within the judicial system. Referrals can come from multiple sources including, but not necessarily limited to a Judge, Public Defender, District Attorney, self-referral. The New York State Office of Mental Health (NYS OMH) has stated that each county has the ability to operate the services to meet each county's unique needs. Therefore, if you believe it would serve the target population well to seek out people in the community who have current court involvement, you are free to include that within your proposal for consideration. As with any aspect of the response, it is important to be clear in your justification and design.

Q2: Are indirect costs allowed?

Q2 Answer:

Adhering to the New York State Consolidated Fiscal Report methodology which can be found at Consolidated Budget & Fiscal Reporting, other than personal services and appropriately allocated agency administration and overhead are allowed. The respondent is advised to clearly identify and justify the costs in the budget narrative articulating how they are associated with and contribute to the program's operational success.

Q3: Will there be a new funding code? If so, which.

Q3 Answer:

The most recent communication received from the New York State Office of Mental Health indicates that it will be Funding Code 039J.

Q4: Can the one-time allotment of \$6k be used for items for clients such as non-med transport, gift cards for food or necessities. or hygiene kits for example or is it strictly for equipment?

Q4 Answer:

One time start-up is meant for strictly one-time costs related to start up. For example, the purchase of a cell phone. Food, gift cards, etc. would not be considered one-time related costs. Depending on the justification and specific nature of the item, these may be allowable under "Other than Personal Services (OTPS)". If proposed, the budget narrative should be specific and clear in identifying the items and rationale. Be advised that NYS OMH is expecting year-end expenditure reports specific to this service.