

## **RFP# 2026-045VF and RFP# 2026-046VF – Formal Question & Answers**

ECDFA ON CALL: Amanda Bender, Kim Leonard, Rachael Vega, Ryan Gadzo, Randy Hoak

Attendees on call: Kelly Hoben (City of Light Consulting), Stephanie Smith (Karen Society),

Kevin Karstedt (Eden United Methodist Church), Marie L Battaglia (several orgs)

1. I'm looking for clarification on the "Service Start Date" of October 1, 2026: Does the county expect client-facing services to be operating on that date, or is October 1 the contract effective date, with an initial start-up/planning period possible before services launch? We are planning a start-up phase beginning October 1 with services launching by January 1, 2027.

The county anticipates the proposing agencies to have contracts in place for a 10/1/26 start to use funds and a March 31, 2027 date to use up the funds of the award. If funds are used prior to March 31, 2027, there is no issue with that. Timelines are encouraged with proposals.

2. The RFP states organizations must "expend awarded funds by March 31, 2027" and that "once improvement funds are spent, selected proposers would become eligible to receive referrals for clients." Does this mean client referrals/services aren't expected to begin until after the start-up/improvement phase is complete?

Depending on the state of the agency, as current partners could apply, each will be looked at on a case by base basis with the ECDFA Caregiver team. If the facility has everything it needs to deliver services, client referrals and services could begin.

3. Can start-up funding be used to engage a paid consultant with expertise in launching NYS Social Adult Day Services programs, to support policy/procedure development and staff training prior to program launch?

If the consulting fees are rendered after the 10/1/26 start date, this would be allowed. However, any outstanding consulting fees, or any other debts of the agency would not be covered by these funds.

4. We would like to know whether we can formally express a preference for where referrals originate and explore pathways to actively connect potential participants to the program in addition to receiving referrals from ECDFA.

We encourage all agencies who are submitting proposals not to rely solely on referrals from ECDFA, as we do not know how many clients will be looking for services. A formal referral process with ECDFA will be set into place when

appropriate, however, any other referrals and their points of origin can be included within the narrative of the proposal.

5. Where on the budget form should we list a new staff member supporting the SADS program?

They can be included on the Operational Capacity Improvements page of the budget spreadsheet.

6. Can you kindly clarify the format and requirements for the Cost Proposal?

There are categories laid out within the RFP, and these are some of, but not limited to. When applying for the funds under Staff Training and Development, we would like to know the intents of the funds. The description may read: Hiring a consultant to train staff on X, Y and Z techniques. Or, in the case of Transportation-related equipment, the description may read purchasing a vehicle with seating capacity.

7. Am I understanding correctly that a site could be eligible for both the Improvement RFP, and for the Service Provision RFP? We are looking to apply for capital / infrastructure funding to support our program expansion and securing Social Adult Day Center certification. And hope to apply for staffing / operating support through the second RFP.

Yes, an organization may apply to both RFP's.

8. Can you confirm, would a Multi-Passenger Van be eligible under "Transportation-related equipment that supports program operations"?

Vehicles are eligible under transportation-related equipment.

9. If an organization is applying for startup support, may they also apply for the additional SADS RFP issued at the same time?

Yes, provided the agency can meet the items in the RFP, like short notice respite, etc. If your agency is currently providing FREE respite, however your agency plans on increasing the availability AND can meet the other items spelled out in the RFP then consideration would be given.

10. Do you have a sense of how many applicants you are anticipating? There are two on this call, but are there others you have been in dialogue with encouraging to apply?

It was sent to the Erie County Caregiver Coalition, social adult days and other out of home respite providers. This was done in conjunction with members of the community looking to increase the accessibility in the demographics they serve, we have encouraged a few start-ups to apply. Shoot for the stars in terms of the budget and we will use our discretion to when making the awards to proposing agencies.

11. Must an applicant be a licensed adult day provider?

You don't have to be licensed currently, however, working towards your licensure is encouraged.

12. Will the application form be posted somewhere? It isn't in the RFP or on the website in the RFP section. There isn't an application or prefilled PDF. You are creating a proposal based on a business plan model which would include indicating timeline commitments to have this funding to be spent by March 31, 2027.

13. What is the certification required for a nonprofit organization to run Social Adult Day Services and how is it obtained?

Resources on certification: Certification will be needed if you want to open up SADS to Medicaid funding. Non-Medicaid, New York State Office for the Aging standards: <https://aging.ny.gov/system/files/documents/2019/10/15-PI-12-Social-Adult-Day-Services-Monitoring-Requirements.pdf>

<https://govt.westlaw.com/nycrr/Document/I4fb189e6cd1711dda432a117e6e0f345?contextData=%28sc.Default%29&transitionType=Default>

Assistance in setting up certification: <https://nysadsa.memberclicks.net/>

14. How soon does an organization need to be ready to take referrals for this program? Do we have to be ready Oct. 1 or can we commit to Jan.1 to provide direct services?

This grant is for seed funding. We are flexible with an official start date and expect that it will take some time to build capacity. You do not need to be ready for 10/1/26. Yes, you can commit to a Jan 1, 2027, to start to provide direct services.

15. Can you tell us what an acceptable range of dollars is for reimbursement of half- and full-day services?

Currently \$10 an hour. Full day 7-8 hrs Half Day 4hrs