

1. In the membership meeting when OJA presented as a panel it was acknowledged that this was a process and there would be challenges due to the significant changes in the RFA.

The RFA was released on June 22nd and must be submitted on August 3rd – a 6 week turn around. In FY 2016, we were given at least 8.5 weeks and multiple opportunities to ask OJA questions about the RFA in a face to face setting AFTER the RFA was released. This RFA involves a fundamental change in operations for many YSA's and requires much more detail than requested in any previous RFA. Compounded with the constricted timeframe is the season of its release – one of the busiest seasons for YSA's with staff vacations, the transition of fiscal years, fiscal year billing deadlines, financial audit preparations, peer reviews and summer programs.

2. From the beginning there was difficulty with the on-line version of the RFA both in entering and the ability to save the information. Information was lost as well as valuable time. These issues were addressed when we were allowed to use the Word version on 7-23-18 which significantly decreased the window for completion of the RFA.

A: As stated above OJA has acknowledged that this process would have challenges. OJA has tried to accommodate request and worked diligently to update and provide a document that was more user friendly. The availability for the OJA IT department was also offered to convert documents already created in the PDF format into word documents and an extension was granted due to the issues that arose.

OJA indicated in the Questions with Answers Document on p. 4 that they would clarify the wording on required stakeholder responses in the needs assessment. It does not look like this happened. **How will this section be scored if we do not have responses from the specific groups identified?**

A: Needs assessment requirement has not changed from prior years RFA's. OJA reviewed past Needs Assessments submitted by agencies and compiled a list of stakeholders that are listed in the current RFA. As you know, you cannot force people to fill out a needs assessment but we need to give the opportunity.

4. **There have been several member agencies that have received conflicting information from OJA on how to complete the budget.**

A: Budget Response

Many YSAs are stating that it is easier for them to submit a full year, but we only need the first 6 months.

The allocated funding is all that is available. Stay within your allocation for the official budget, but for planning purposes and just in case we do receive additional funding we need to know of any needs that are not currently being met and the associated cost. Provide these as an attachment to your RFA.

5. Agencies are only able to guess and pass along minimal information regarding the Section IV F, G, H, I (role transition, detention alternatives, re-entry, and emergency preparedness). We would like additional clarification and technical assistance regarding an appropriate response. Should we just indicate we are interested? Do the programs need to already be in place? Is this limited to Shelter agencies only?

A: Agencies should write a proposal for implementing any of the services that have been listed.

6. Is it necessary to attach a copy of every document referenced in our needs assessment in addition to citing the sources? This takes a lot of time to compile in a transmittable document, not to mention it more than doubles the number of pages in my RFA?

A: As stated in the RFA, the requirement is for a summary report and a copy of the needs assessment used. Each agency can choose how this information is compiled.

7. Much of the information requested on the RFA has already been provided to OJA through annual management reports, service plans, financial audits, etc. It appears To take the time to insert this information in the RFA, sometimes repeatedly depending on the section and question is extremely time consuming.

A: Although previous information and documentation has been provided to OJA, the RFA is an application for funding. All documents should be submitted to support the request.

8. Additional information on the CORE 4. I am trying to correctly categorize youth issues from my needs assessment into at least 1 of the 4 categories. Does relationships mean only parenting/family relationships or does it also mean relationships with teachers, peers?

A: Any relationship that is viewed as positive and meaningful.

The needs assessment information requested was much more than most agencies collect. If we had been aware, possibly through the peer review process, that this was an expectation we would have been better prepared to answer these questions.

A: Again, the needs assessment has been a requirement for all RFA's and is not a new section. The only difference is that the needs assessment is broken into categories to identify community stakeholders.