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ADDENDUM NO. 2

April 27, 2022

**Title: Building Healthy Communities (BHC): COVID-19 Recovery, Resiliency and Recovery in Suburban Cook County
RFP # H22-0027**

Frequently Asked Question

INFORMATION SESSION RECORDINGS

1. General Information

This Frequently Asked Question is issued to prospective Applicants of record prior to execution of contract and forms a part of contract documents and modifies previously issued documents. Insofar as previously issued contract documents are inconsistent with modifications indicated by this addendum, modifications indicated by this addendum shall govern.

Below are links to the recordings of the Information Sessions conducted. Please enter the password provided to access the recordings.

2. Changes and Clarifications

- A. Question and Answers to Information Session held on April 19, 2022
- B. Question and Answers to Information Session held on April 20, 2022
- C. Question and Answers to Questions received by 12:00pm on April 20, 2022.

3. Addendum Acknowledgement Form

Acknowledge receipt of this addendum in the space provided on the Addendum Acknowledgement Form. Proposers must include the signed form with their response. Failure to do so will subject Proposers to disqualification.

RFP# H22-0027

**Building Healthy Communities (BHC): COVID-19 Recovery, Resiliency
and Recovery in Suburban Cook County**

Question and Answers to Information Session held on April 19, 2022

Building Healthy Communities (BHC): COVID-19 Recovery, Resiliency and Recovery in Suburban Cook County

RFP H22-0027

Frequently Asked Questions

Questions Received during Tuesday 4/19/2022 Info Session

Question #	Date Received	Question	Answers
1	4/19/2022	Will the grant support training of new CHWs?	Community Health Worker (CHW) is listed twice in the RFP: Under funding option #1, the CDC National Initiative to address COVID-19 Health Disparities and under option #3, the CDC CHWs for COVID Response and Resilient Communities. Both options should allow for training, but please read through the RFP to see which best aligns with your organization's goals.
2	4/19/2022	Are hospitals with CHW Programs eligible to apply?	Hospitals are not eligible to apply for direct funding. Eligible applicants include community health centers, including Federally Qualified Health Centers (FQHCs), FQHC lookalikes, free clinics, and mental health centers. Hospitals are encouraged to partner with eligible applicants.
3	4/19/2022	Under CDC Equity, can we apply for both CAWS and Covid 19? Or do we have to choose 1? What are parameters for applying for more than one?	Eligible applicants may be able to apply for more than one strategy under a funding source as well as apply to multiple funding sources. Be sure to align your work plans and budgets accordingly with regard to whichever option(s) you choose. The appendices layout the work plans by funding source as well as the budgets by funding source. Read those sections closely to ensure you submit the correct information.
4	4/19/2022	Regarding eligibility for multiple funding streams, per Gina's comments earlier: Are eligible organizations able to submit multiple applications for this particular RFP (0027) for more than 1 of the 4 funding streams detailed earlier (CDC Health Equity, ARPA, CDC CHW, IDPH COVID-19 Crisis)?	You do not submit more than one application. We braided the funding and we have one RFP is so that applicants who are eligible for more than one strategy on the menu of options across funding sources will be able to check each one for which they choose to apply in a single application. However, you will need to provide a separate work plan and budget for each respective funding source. Please note that for ARPA, you will need to submit a budget per strategy you choose.
5	4/19/2022	Can organizations apply for funding for both this RFP (to serve suburban Cook County) and the Chicago BHC RFP (two separate applications)?	Yes. The Suburban Cook County RFP is H22-0027, and the City of Chicago RFP is H22-0028. Please note these are two separate opportunities with their applications and review processes.
6	4/19/2022	Also, the RFP indicates that applicants can build travel expenses into their applications for participation in the RLAN - how/where would we find information on the location/expectations of participation and how those would impact our respective travel/expenses in our budgets?	Applicants can use the following information to account for local travel expenses as part of their budget(s): 4 RLAN meetings and up to 60 miles per meeting per person at a federal mileage reimbursement rate of \$.585 per mile.
7	4/19/2022	Are slides available?	We will provide the recordings of each information session as well as the FAQs. These will be uploaded to the Bids & RFPs webpage. If you have registered to download the RFP, you will receive the link via email once new materials are available. The info sessions have been added to the website.
8	4/19/2022	Is there a MBE/WBE requirement?	The MBE/WBE participation goal is 0% participation. However, please include a utilization plan if your organization decides to utilize an MBE or WBE firm.
9	4/19/2022	Will non-CCDPH jurisdictions (i.e., Evanston) receive equal consideration under ARPA funding?	Under the ARPA funding, we will have a process for applications to be reviewed individually as well as a panel review process using a decision-making framework to support our selection. The review process is outlined on page 20 of the RFP.

Question #	Date Received	Question	Answers
10	4/19/2022	Re: the H22-0028 virtual information session, colleagues have reported receiving a message indicating that the "webpage is no longer available" - has the H22-0028 virtual information session closed to new registrants?	Addendum 1 of RFP # H22-0028 contains an updated link to that session. That information session is still open, and the addendum includes a link to that particular registration page.
11	4/19/2022	Is it required that partner commitments be geographically located in south suburban cook county?	It is not necessarily required that partnering organizations be located in Suburban Cook County, but we do want to see that you have partnerships related to the strategy you choose and population(s) you serve, which must be focused in Suburban Cook County. Letters of commitment need to articulate how partner organizations will support the work that you plan to do based on the strategy you have chosen.
12	4/19/2022	Is it possible for a community organization to submit multiple grant applications -- ARPA mental health and positive youth development and CDC community health workers?	You may apply for both ARPA and CDC funding. Please see response to Question #4.
13	4/19/2022	One of the menu options is food insecurity, but the RFP specifies that funds may not be used to purchase food. Is this true for all categories, or is there an exception for food insecurity?	Overall, food is not an allowable expense. However, applicants who select the food security strategy under ARPA may use funds to purchase food if the recipients are individuals/households that experienced unemployment, increased food or housing insecurity, or are lower/moderate-income who experienced a negative economic impact from the pandemic. The use of funds for food for the ARPA - food security strategy should be reflected in the proposed budget.
14	4/19/2022	For CBO's who pursue the food insecurity funding and incorporate food delivery to seniors, families without transportation or residents isolated due to COVID-19, is maintenance to vehicles utilized for transport of food allowed? This became a huge issue for volunteers over the last two years who delivered food.	Yes, applicants who select the food insecurity strategy under ARPA may use funds to support maintenance of vehicles being utilized to transport food if the recipients are individuals/households that experienced unemployment, increase food or housing insecurity, or are lower/moderate-income who experienced a negative economic impact from the pandemic and transportation of food to these households is critical to deliver the assistance of the program.
15	4/19/2022	Are Townships only eligible to apply under the Health Equity in All Policies option, or can they apply under other strategies?	Townships are not eligible to apply for direct funding. Eligible applicants include community-based organizations, community health centers, local municipalities, and K-12 education agencies. Townships are encouraged to partner with eligible applicants.
16	4/19/2022	Can an FQHC or community mental health center apply for funding which indicates CBOs as Eligible Applicants?	Pursuant to this RFP, FQHCs and/or Community Mental Health Centers may apply for strategies where eligible applicants include Community Health Centers, as defined in Addendum 1 (RFP H22-0027) identified in Appendix A. Health Resources & Services Administration (HRSA) defines Federally Qualified Health Centers (FQHC) as community-based health care providers. Likewise, the American Psychological Association describes Community Mental Health Centers as community-based mental health providers.
17	4/19/2022	We are hoping to use the CDC grant to build the capacity of our CHW program. We are hoping to partner with UIC Ocean HP or SUHI to train CHWs. However, because it's a relatively new CHW program, it is difficult to obtain letters of commitments from health care providers not having a proven track record of producing CHWs for hospitals or home health care. Is there any way to submit a CHW funding request without the letters of commitment from prospective employers if we are partnering with UIC Ocean or SUHI on the training?	Letters of commitment are required as part of the proposal. A proposal without the required letters of commitment will be considered incomplete. We encourage applicants to consider organizations that they can collaborate with to maximize the impact of their project. As for the Community Health Worker strategy funded as part of the CDC National Initiative to Address COVID-19 Health Disparities and CDC Community Health Workers for COVID-19 Response & Resilient Communities, technical assistance partners include Health & Medicine Policy Research Group/Sinai Urban Health Institute and UIC Office of Community Engagement & Neighborhood Health Partnerships (OCEAN-HP).

Question #	Date Received	Question	Answers
18	4/19/2022	As non-profit organizations do not have MBE/WBE designation, can we indicate N/A for those sections of the Electronic Disclosures section?	See response to Question 8.
19	4/19/2022	Municipalities have very little avenues to participate, can community gardens cover. Just wanted to understand how deep a municipality could go, since there are no options for municipalities. I do understand we probably would need to partner with an organization, but I did want to know if community gardens was one of the things, because gardening is a health issue too, and people do use it to relax and release. I was thinking maybe a community garden was something we could incorporate into this	While local municipalities are only eligible to apply for the Health Equity in All Policies approach as part of the CDC National Initiative to Address COVID-19 Health Disparities, they can partner with eligible applicants on other strategies. Eligible applicants may select the Innovative Strategy if their activities do not fit within any of the strategies within the Menu of Options and are related to preventing and controlling the spread of COVID-19 or lessening the health, economic and social impacts of the pandemic.
20	4/19/2022	What is considered strong justification for proposing to serve non-priority communities?	Central to the RFP is advancing racial and health equity. A strong justification for proposing to serve non-priority communities should consider including the priority population(s) that will be impacted by the project and using data to justify needs.

RFP# H22-0027

**Building Healthy Communities (BHC): COVID-19 Recovery, Resiliency
and Recovery in Suburban Cook County**

Question and Answers to Information Session held on April 20, 2022

Building Healthy Communities (BHC): COVID-19 Recovery, Resiliency and Recovery in Suburban Cook County

RFP H22-0027

Frequently Asked Questions

Questions Received during Wednesday 4/20/2022 Info Session

Question #	Date Received	Question	Answers
1	4/20/2022	I represent an FQHC that serves the Evanston and Skokie area. I understand that those areas can only apply for ARPA funds. Are FQHCs considered CBOS for ARPA funds or are FQHCs excluded from that definition?	Pursuant to this RFP, FQHCs and/or Community Mental Health Centers may apply for strategies where eligible applicants include Community Health Centers, as defined in Addendum 1 (RFP H22-0027) identified in Appendix A. Health Resources & Services Administration (HRSA) defines Federally Qualified Health Centers (FQHC) as community-based health care providers. Likewise, the American Psychological Association describes Community Mental Health Centers as community-based mental health providers.
2	4/20/2022	Does Cook County exclude any community-serving 501c3s for eligibility purposes? For example, CBOs that are also community health centers.	Pursuant to this RFP, FQHCs and/or Community Mental Health Centers may apply for strategies where eligible applicants include Community Health Centers, as defined in Addendum 1 (RFP H22-0027) identified in Appendix A. Health Resources & Services Administration (HRSA) defines Federally Qualified Health Centers (FQHC) as community-based health care providers. Likewise, the American Psychological Association describes Community Mental Health Centers as community-based mental health providers.
3	4/20/2022	If one applies for 3 or 4 of the strategies, is \$300k the ceiling for the total that one organization can apply for?	The key here to remember is that it is not just about the funding amount; it is also about whether the organization is eligible. Please make sure that the organization is eligible for a strategy that is being applied. Not all organizations are eligible for every strategy.
4	4/20/2022	Are Townships eligible? And, if so, as municipalities, CBOs, or both?	Townships are not eligible to apply for direct funding. Eligible applicants include community-based organizations, community health centers, local municipalities, and K-12 education agencies. Townships are encouraged to partner with eligible applicants.
5	4/20/2022	Does the site of program delivery being in non-CCDPH community (ours being in Oak Park) effect our eligibility if we are serving residents of eligible communities in the West Cook communities? Clarification: site located in Oak Park, but serves surrounding communities. Referring to Mental Health Strategy.	For ARPA strategies (only), organizations are eligible that serve suburban Cook County and/or the areas of Oak Park, Stickney Township, Evanston, Skokie. The organizations do not have to be in suburban Cook County. A site in Oak Park is eligible for funding.
6	4/20/2022	One of the questions on Registration is to identify a lead & 2 alternate liaisons of CCDPH (IRLAN that can be contacted about this application Who would these individuals or entities be?	Each organization must identify three (3) people who will be able to work on this project. One would be your lead person, and then 2 (two) alternate individuals in case we are unable to contact the lead person. These contacts alternates are not from CCDPH; they are from your organization. Note, if the application asks you for an email address on the application, please list a valid email address, do NOT list xxx; you will receive an error message. The same goes for phone numbers.
7	4/20/2022	The link for tomorrows TA session for 0028 does not work. Can you please share a link that works?	Addendum 1 of RFP # H22-0028 contains an updated link to that session. That information session is still open, and the addendum includes a link to that particular registration page.

Question #	Date Received	Question	Answers
8	4/20/2022	Are we able to provide more than 2 letters of commitment from partners, or can we have more?	You are encouraged only to submit what is being asked of and required in the application. We are already asking for several different attachments, so that would cause it to have even more attachments. The scoring is based on the two (2), so we would encourage you to follow the RFP to the letter. If it requires two (2), please provide two (2). If it requires three (3), please provide three (3). The application also asks you who the letters of commitment are coming from, and then you end up submitting it later via the automatic email response that you receive. We encourage you that if it requires two (2), please only provide what is required.
9	4/20/2022	Are there guidelines currently available as to the financial and other reporting during the grant/program period?	Yes. There are Budget Guidelines in the appendices. Additional information for those that are funded will be shared once we have the full reporting schedule. It will require reporting on deliverables and participating in the evaluation. It will be highly encouraged. The guidelines around the budget and financials and what funds can and cannot be used are included.
10	4/20/2022	Where can I find the Appendix B with worksheet template you have mentioned?	Appendix B is attached to the RFP document, which includes Appendix B1 (Checklist) and Appendix B2 (Worksheet).
11	4/20/2022	I have downloaded the RFP to my computer and opened it using Adobe (I have the professional version) and I do not see the paper clip icon and cannot access any of appendices or attachments. Is it possible to have those files emailed to me?	Once you've downloaded the RFP to your computer and opened the file in Adobe, expand the left-hand side of your window. You will see a set of icons; click on the paperclip to display the attachments, double click on the file name to open the attachments.
12	4/20/2022	In regards to the information session tomorrow for the City of Chicago, the link to register seems to be dead. Is there another link/ another way to register for the session?	Addendum 1 of RFP # H22-0028 contains an updated link to that session. That information session is still open, and the addendum includes a link to that particular registration page.
13	4/20/2022	Are faith based 501c3 org. required to have Dun and Bradstreet for RFP submission?	A Dunn's number is not required, but the organization must provide evidence of their certificate of good standings from the Secretary of State.
14	4/20/2022	Can you apply for both funding opportunities? Clarity---if your agency has a location in the city and in the suburbs can you apply to both funding opportunities?	Yes, you can apply for both funding opportunities. However, please note that they are two different opportunities, so you must apply for Suburban Cook County under RFP # H22-0027. If you are applying for the City of Chicago, you need to apply under RFP # H22-0028.

Question #	Date Received	Question	Answers
15	4/20/2022	Are there any restrictions for faith based orgs? If so, what are they and/or please direct accordingly?	There aren't any restrictions for faith-based organizations, as long as they meet the definition and the eligibility for those particular CBOs as outlined.
16	4/20/2022	With regards to the attachments/appendices, when expanding the left hand side to view the table of contents, I do not see anything beyond pg. 23. Is it possible they are somewhere else? or can be attached as links where they are listed on pg. 1?	You should download the RFP to your local drive and open the file using Adobe Software; you'll have an opportunity to expand the window to the left. You'll notice the three icons, the bookmark, the paperclip icon, and the thumbnail. You can then double click on the various attachments, and they will open up on their respective application platforms. Page 3 of the RFP also contains instructions on downloading the attachments.
17	4/20/2022	Is there a different view for opening in Chrome vs Internet Explorer?	There is no difference in using Chrome; you can download and save the files to your hard drive.

RFP# H22-0027

**Building Healthy Communities (BHC): COVID-19 Recovery, Resiliency
and Recovery in Suburban Cook County**

Question and Answers to Ito Questions received by 12:00pm on April 20, 2022

Building Healthy Communities (BHC): COVID-19 Recovery, Resiliency and Recovery in Suburban Cook County
RFP H22-0027
Frequently Asked Questions

Questions Received thru 12:00pm on Wednesday 4/20/2022

Question #	Category	Date Received	Question	Answers
1	Menu of Options	4/19/2022	The Crisis Center is reviewing the options for Mental Health. Specifically, we have Partner Abuse Intervention Programming for adult perpetrators of intimate partner violence. The program provides violence intervention education and psychoeducational group discussions to reduce and prevent intimate partner violence and end the cycle of abuse. Many participants are themselves victims of abuse or have experienced trauma in their own lives. Would this service/program qualify? We are Community-based organization in the south suburbs.	Yes
2	Administrative	4/13/2022	Food is listed as an unallowable expense. However, food insecurity is a strategy in the menu of options. If a CBO chooses to work on food insecurity, are they able to use funds for food and supplies?	Overall, food is not an allowable expense. However, applicants who select the food security strategy under ARPA may use funds to purchase food if the recipients are individuals/households that experienced unemployment, increased food or housing insecurity, or are lower/moderate-income who experienced a negative economic impact from the pandemic. The use of funds for food for the ARPA - food security strategy should be reflected in the proposed budget.
3	Administrative	4/19/2022	Does Appendix F (Master Agreement Template) need to be completed and submitted with the application materials? Or is it just an example of a contract that may be utilized if funding is awarded?	The Master Agreement is a sample and should be reviewed. It is not required to be returned with your Proposal submission.
4	Administrative	4/19/2022	We are having trouble finding the Work Plan Template(s) for ARPA funding. Appendix B "Application Worksheet" refers us to Appendix B for the work plans by funding source, but we don't see it there. Is there a second Appendix B? We did find some of the Work Plan Templates in Appendix C for CDC-funded strategies, with drop-down menus for Objectives. Assuming similar work plan templates, with drop-down objectives, exist for ARPA-funded Strategies 8, 9 and 10. Please advise.	All work plan templates are found in Appendix C.
5	Administrative	4/19/2022	I'm unable to access (or find) Appendix B to review questions for cut and paste into the online application. Can you advise?	The questions can be found in the application worksheet. This worksheet mimics the questions in the MS form.
6	Other	4/19/2022	Eligible Applicants. Where only a CBO is designated, are FQHCs and community mental health centers excluded? In particular, we're looking at 2. ARP Fiscal Recovery Funds- Mental Health Strategy. We want to propose implementation of a peer-led, community mental health support program. We are a community-based organization that is also an FQHC and CMHC. Are we eligible?	No, FQHCs or Community Health Centers may not apply for funding where it indicates Community-based Organizations (CBOs) as eligible applicants. FQHCs and mental health centers may apply for strategies that identify Community Health Centers as eligible applicants.
7	Other	4/19/2022	In the "Supplies" section of the "Budget Worksheet CDC Health Equity Grant" Excel document, what does "Type" mean? ("Item," "# Needed," "Unit Cost, and "Amount Requested" are all self-explanatory and follow the format for the rest of the budget categories).	Specify type as appropriate. For example, "Item Requested" is General Office Supplies; the type would provide more details such as "File folders, pens, and copying paper." In some cases, the type may be N/A.

Question #	Category	Date Received	Question	Answers
8	Other	4/20/2022	In CDC strategy 1b, "Increase access, availability, and use of COVID-19 and other resources and services." Is this supposed to say "COVID-19 tests" ...?	CDC strategy 1b, "Increase access, availability, and use of COVID-19 resources and services." This includes vaccination, testing, PPE, and treatment.
9	Other	4/20/2022	Can you please offer clarification regarding amount of funding available related to the CDC CHW Grant? In the RFP, it states \$600,000-\$800,000 over 2 years for up to 3-4 awards and then in Appendix A it says \$300,000 - \$400,000 for up to 3 - 4 awards.	Applicants who select the Community Health Worker strategy as part of the CDC Community Health Workers for COVID-19 Response & Resilient Communities should note that there is \$600,000 - \$800,000 available in total for the two years for up to 3-4 awards. Eligible applicants must develop an annual year budget over two years and should consider that there is \$300,000 - \$400,000 available per year for up to -4 awards.

RFP # H22-0027

ADDENDUM ACKNOWLEDGEMENT FORM

As required by the RFP, Proposers must submit this acknowledgement form with their response. One acknowledgement form per response, listing all addenda, is appropriate.

Addendum No.: _____

Addendum No.: _____

Addendum No.: _____

Addendum No.: _____

Addendum No.: _____

Addendum No.: _____

Company Name: _____

Representative's Name: _____

Signature: _____

Date: _____

END OF ADDENDUM