

Q&A
Request for Proposals #116
Buffalo City Court Mental Health Case Management Services

1. Section V #5 – states “Oversee local cross-system trainings for project staff, criminal justice personnel, and community based mental health and substance abuse providers on relevant subjects, including mental health, substance abuse, trauma specific care, case management, peer support, crisis responses, and integrated treatment and supervision strategies. These services will be provided by the Clinical Services Supervisor with assistance from the Counselor.” Please clarify the statement above. What services will be provided by the CSS and Counselor? Does this refer to oversight to ensure staff is trained? If yes, who is doing the training? Or, is the CSS and/or the Counselor responsible for conducting training? If they are responsible for conducting training, is this an allowable use of funds?
 - A. *The Clinical Services Supervisor and the Counselor will provide screenings, linkages and assessments. The Clinical Services Supervisor will oversee local cross-system trainings with the assistance from the Counselor. Grant funds can be used for conducting these trainings.*

2. Please confirm that the following are allowable expenses: staff time spent training; travel; technology/hardware?
 - A. *Staff time spent on cross-system trainings and travel are allowable under the grant. Technology and hardware are not.*

3. Is the awardee – a behavioral health provider – expected to train other behavioral health providers, covered by contract funds?
 - A. *No, the awarded applicant is not expected to and may not use grant funds to train other behavioral health providers.*

4. Is the Counselor expected to maintain a regular caseload of individuals, or once an individual is referred for treatment, is the individual off the active caseload with periodic check-ins between treatment providers and the Counselor?
 - A. *The applicant should expect to dedicate a full-time position to the services provided. The Counselor will need to be available to maintain a regular caseload of individuals, include periodic check-ins for clients between treatment providers and the Counselor.*

5. Is there an estimated # of individuals (caseload) expected to be referred for evaluation (throughout the contract period), based on history?
 - A. *The number of individuals to be referred for evaluation is not anticipated to exceed 300 clients.*