

New York State Department of Health (NYSDOH)  
AIDS Institute (AI)

Office of the HIV Uninsured Care Programs  
And  
Health Research, Inc. (HRI)

**Request for Applications (RFA)  
RFA #18-0001**

**Outreach and Education to Increase Minority Enrollment in the AIDS Drug Assistance Program  
(ADAP) – Long Island Region (Nassau and Suffolk Counties)**

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**QUESTIONS AND ANSWERS DOCUMENT**

All questions are stated as received by the deadline announced in the RFA. The NYSDOH/HRI is not responsible for any errors or misinterpretation of any questions received.

The responses to questions included herein are the official responses by NYSDOH/HRI to questions posted by potential bidders and are hereby incorporated into the RFA #18-0001. In the event of any conflict between the RFA and these responses, the requirements or information contained in these responses will prevail.

*RFA #18-0001 Outreach and Education to Increase Minority Enrollment in the AIDS Drug Assistance Program (ADAP) – Long Island Region (Nassau and Suffolk Counties)*

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## **ADMINISTRATIVE**

**Question:** I am unable to find the posting for this RFA on the New York State Grants Gateway. How do I apply for this on the Grants Gateway?

**Answer:** This solicitation contains funding from Health Research Inc. (HRI) only and is not available on the NYS Grants Gateway. The posting for this opportunity can be found at HRI's public website: <http://www.healthresearch.org/funding-opportunities>. Applicants must submit one PDF version of the entire application (including Application Cover page, Application checklist, narrative and all attachments) to [AIGPU@health.ny.gov](mailto:AIGPU@health.ny.gov) by the due date/time on the cover page of the RFA. Applications will not be accepted via mail or fax. Page 13 of the RFA, Section VII.E. Administrative Requirements provides guidance on how to file an application.

**Question:** If an application is received after 4:00 PM EST on June 5th will it be considered?

**Answer:** It is the applicant's responsibility to see that applications are emailed to [AIGPU@health.ny.gov](mailto:AIGPU@health.ny.gov) prior to the date and time specified on the cover page of the RFA. Late applications will not be accepted.

**Question:** The RFA title is the same as an RFA awarded in February of 2016. Is this the same funding?

**Answer:** Yes. This RFA is a reissue of the Long Island region (Nassau and Suffolk Counties) for Outreach and Education to Increase Minority Enrollment in the AIDS Drug Assistance Program (ADAP) (RFA #15-0004).

## **BUDGET**

**Question:** Are the budget pages provided on the website in an Excel format?

**Answer:** Yes, the budget pages are included on the Health Research website in an Excel format.

**Question:** If we are already an AIDS Institute funded program, should we use the budget forms we already have? They include the information requested in Attachment 10.

**Answer:** No. Applicants should complete the information requested on the Budget forms provided as Attachment 10, regardless of whether or not they are currently funded by the AIDS Institute.