

Addendum #1

March 15, 2024

New York State

Department of Health AIDS Institute

Division of HIV and Hepatitis Health Care

Bureau of Community Support Services

and

Health Research, Inc.

Request for Applications (RFA)

Ryan White Part B HIV/AIDS Support Services to Address Social Determinants of Health RFA #23-0005

The following are official modifications, which are hereby incorporated into **RFA #23-0005**

Deleted language appears in strikethrough (“~~xxx~~”) and added language appears in **red** text. The information contained in this amendment prevails over the original Request for Applications language. Applicants should review all documents in their entirety to ensure all amended language and revised Attachments are incorporated and into their applications.

- The following changes are made to the instructions found within Section III. A. Component A and Component B Program Model Description, “6. Component A & Component B Staffing Requirements”, (pages 14-15 of the Request for Applications):

6. Component A & Component B Staffing Requirements

Each service component requires a significant knowledge base and skill set. It is expected that staff have the credentials, skills, and experience to offer high quality services and meet the needs of the priority population in the applicant’s community. A comprehensive holistic approach to care is critical. Applicants are strongly encouraged to determine appropriate qualifications for each position, and to propose salaries that are commensurate with these qualifications.

Although this RFA is not requiring specific positions for service delivery, the inclusion of peer services and quality and data positions is essential and will be required of all funded applicants. It is recommended that all programs designate a Program Director or Coordinator position familiar with the provision of supportive services to the HIV/AIDS population who will be responsible for the oversight, coordination, and outcomes of the program.

Funded Applicants will:

- Demonstrate a staffing structure that supports the delivery of multiple services;
- Demonstrate experience hiring appropriate and experienced staff; and
- Have programs fully staffed and trained within three months of receipt of funding.
- Have at least one Full Time Equivalent (FTE) Centralized Intake & Service Coordinator **for Component A, and 0.5 Full Time Equivalent (FTE) for Component B**, to triage services provided under the Ryan White Part B Supportive Services Program. This may include ensuring client eligibility and coordinating centralized intake, assessment/reassessment, person-centered care planning, interdisciplinary team case conferencing, and making additional internal or external referrals as needed.
- Have at least one (1) Peer Navigator. The Peer Navigator can be full or part-time and may be blended with other initiatives or funding streams.
- Have at least one 1.0 FTE position for Component A and at least one 0.5 FTE position for Component B to provide quality and evaluation activities consistent with tracking division and program indicators and outcomes as described below in **7. Component A & Component B**

Program Outcomes. Position(s) will be responsible for participating in the NYSDOH Ryan White Quality Management Program and ensuring the program adheres to all quality program requirements. Funding for these activities may be assigned to more than one individual and funding for this position under this initiative may be blended with other initiatives or funding streams. The recommended qualifications for this position are a B.A. or B.S. with at least two (2) years of experience working in quality and/or data/evaluation.