

**FFY2020 PSSF TA Q&A 03/07/2019 – 03/12/2019**

1.	<p>Our agency has been an actively registered organization with SAM.gov since 2016. However, when we tried to update our screenshot for this year’s proposal, the site shut down and we were unable to get the updated screenshot. Currently, it is showing that our status is “Registration Submitted”.</p> <p>We submitted a ticket with SAM.gov and we followed the instructions provided. We also mailed the notarized letter. We are concerned that this will not be resolved before the April 11 deadline.</p> <p><i>“Registration Submitted” as a status does not satisfy the proposal requirement. We recommend that you try to reach a live person to help you.</i></p> <p><b>Follow up: Applicant has reported that her issue was resolved.</b></p>
2.	<p>We use more than one evidence-based model, practice or strategy. My assumption is that you want all included on each sub-section of this question. Is this correct?</p> <p><i>Yes. You will need to describe how each has been incorporated into the delivery of services, its’ role in meeting service objectives and improving outcomes for the service model.</i></p>
3.	<p>How are you defining “contractor” and “subcontractor”?</p> <p><i>See SoN, page 3.</i></p>
4.	<p>Can we include the cost of after school enrichment activities or individual tutoring in our PSSF budget so that children can participate in either of these activities? We would contract out these services.</p> <p><i>These may be eligible costs if proposal demonstrates that after school enrichment activities and/or tutoring enhance the program’s ability to meet the needs of your target population and improve outcomes and are included on your proposed service plan.</i></p>
5.	<p>Can we include the cost for counseling/therapy to an independent counselor on our PSSF budget?</p> <p><i>Yes, if there is a corresponding service on your proposed service plan, they are qualified and meet any other requirements for the service model.</i></p>
6.	<p>Can we get a breakdown of the score for our proposal submitted last year?</p> <p><i>We unable to provide this now that the SoN has been released.</i></p>
7.	<p>In the Budget &amp; Budget Narrative, do we need to specify any funds that will be directly covered by a source to satisfy the cash match?</p> <p><i>It is not necessary to identify which expenses are specifically covered by match sources. However, you can include this information in the Budget Narrative for clarification.</i></p>
8.	<p>Can we delete rows on the Budget &amp; Budget Narrative forms if we are not reporting any expenses in them?</p> <p><i>No. Do not add or delete rows on either of these forms.</i></p>
9.	<p>Strengthening Families Program is no longer listed in the SoN as one of the recommended Parent Education/Parent Training curricula. We are currently providing this program to our families and would like to continue next year. Can we list this program in our proposal as one of our services?</p> <p><i>As California Evidence-Based Clearinghouse (CEBC) does not rate Strengthening Families as an evidence-based program, it was removed from the PSSF SoN as a recommended program. If you continue using it, it should NOT be included in your service delivery schedule as PSSF requires that services and individual service plans are based on evidence-based models that meet PSSF criteria.</i></p>
10.	<p>Should all required services be listed first on the SDS?</p> <p><i>Yes.</i></p>
11.	<p>Do we need to identify what kind of life skills classes we will provide?</p> <p><i>Yes, you should describe both the content and the activities.</i></p>

12.	<p>We provide individual parent education sessions in the home and at our agency location. I understand that because the delivery is different that we must list them on two lines on the service delivery schedule. Because the cost of the sessions provided in the home include the worker travelling to and from our agency, can the unit cost include that additional expense? In other words, we would charge \$35.00 for a one-hour session on site and \$55.00 for a session in the home.</p> <p><i>Yes, that is what is expected.</i></p>
13.	<p>We just tried to fill in the Match form (fillable pdf) and for some reason the Federal Award and Cash Match amounts do not auto-populate when we enter the Total Cost of Services, as instructed. It also won't allow us to enter the amounts we calculate in those spaces. Help.</p> <p><i>We suggest clear your browsing history (cached images and files.)</i></p> <p><b><i>Follow Up: Applicant reported that clearing their browser history solved the problem.</i></b></p>
14.	<p>For the Family Preservation/Placement Prevention service model, it indicates that the service plan must include behavior management and/or therapy. It also requires two additional services from the recommended list. If we provide both behavior management and therapy, will one of those count as one of the required additional services so that we only have to choose one from the recommended list?</p> <p><i>Yes.</i></p>
15.	<p>For the Family Preservation/Placement Prevention service model "Additional Required Services – Recommended Options" list (p. 54), it lists "Life Skills (see #4 for domains)." However, Life Skills is already listed as required services for all PPS programs on p. 52. Does this mean that you can have two separate life skills services if they focus on different domains?</p> <p><i>For all Placement Prevention proposals that ARE NOT one of the two home visiting models, you are required to provide life skills plus two services from the recommended list that are not life skills. Life skills on the recommended list is one of the options for anyone utilizing one of the two home visiting models as an additional service.</i></p>
16.	<p>For the two additional required services, may we propose other services not on the list on p. 54 as long as they can be justified and are relevant to our target population, service model, and/or program's mission?</p> <p><i>To satisfy the SoN requirements, you MUST include two of the services from the recommended list. You can add other services not on the list provided you demonstrate that they will enhance outcomes.</i></p>
17.	<p>For the new Parent Reunification service model, can we utilize the 123 Magic curriculum to satisfy the Parent Education/Parent Coaching service requirement or does the parenting curriculum need to be more in depth?</p> <p><i>We can't recommend a specific curriculum.</i></p> <p><i>However, as the goal of this service model was to make these services available to caregivers who are already experiencing multiple challenges in meeting their case plan goals, it would be wise to consider utilizing a parenting curricula that is effective in addressing the specific parenting deficits and behavioral issues that resulted in the elevated risks that caused the removal of the children (where maltreatment has already occurred as opposed to primary prevention measures).</i></p> <p><i>Whatever curriculum you choose, you will have to demonstrate its effectiveness in meeting the objectives of the service model.</i></p>
18.	<p>We are a current provider and have recently changed the legal name of our agency. Our Secretary of State registration for 2019 has the new name, however, the SAM screenshot we require has still not been updated although we have initiated the change there. The status shows "Registration Submitted". Will that satisfy the requirement? We are unsure it that will happen before the deadline so that we can get an updated screenshot.</p> <p><i>Submit all documents under the new name. The SOS screenshot will indicate that there was a name change.</i></p> <p><i>Hopefully, the SAM website will be updated before the deadline so that you can upload the correct screenshot. However, if it does not, upload a screenshot with the results for both the old and new name results. Should your proposal receive an award, you will be asked to provide an updated SAM screenshot (with the new name that meets all requirements) BEFORE a contract can be executed.</i></p>