New York State Department of Health
Displaced Healthcare Workers Program
2006-2007 Questions and Answers
RFA # 061128845

Modifications to the RFA

Modification 1: Questions and Answers are available on January 15, 2007 not January 15, 2006 as indicated on page 1. The dates on the cover page, Summary of Timeframes on page 8, and Schedule of Events on the DOH web-site are correct.

Modification 2: On page 4, Table 1; Steuben, St. Lawrence, Wayne and Yates counties are listed in both the Western and Central Regions. They should be listed only in the Central Region. Tioga and Tompkins counties should be added to the Central Region.

Modification 3: Page 8, Payment and Reporting Requirements. Advance payments will not be paid under this program.

Modification 4: pages 13-15. Applicants do not have to respond to the Project Outcome and Activities, item e on page 14 of the Project Narrative. Outcomes and Activities should be addressed in the Project Description which requests a workplan with activities and start and end dates for each outcome in each region in which funds are requested.

I.   Eligible Organizations

Q1: Are the following organizations eligible to apply?

 Community Colleges with Workforce 1 Career Centers;
 Workforce Investment Boards;
 Higher education institutions.

A1: Yes, as long as they are not-for-profit entities and can meet the program requirements. (I.e. have experience in developing and maintaining a jobs data bank and coordinating job counseling, placement, and short-term training services for health care workers)

II.   Eligible Participants

Q2: How do you define service workers on page 3 of the RFA where the types of lower level workers that may have less access to re-employment opportunities are discussed? Are transporters, activities staff and aides considered service workers?

A2: Although the RFA does not contain a definition of service workers, it could include, but is not limited to, any lower level, non-patient care staff such as transporters, activities staff, housekeepers, food service workers, etc. Aides would generally be considered patient care workers.

Q3: Is funding limited to lower skill level workers in service, clerical, maintenance, security and other non-shortage areas?

A3: No. All displaced workers are eligible participants however our intent is that the major focus of the program is on lower skill level and non-shortage area workers.

Q4: What areas does the Department of Health consider shortage areas?

A4: Shortage areas vary considerably by area. Many areas of the state have shortages of RNs, LPNs, nurse aides, orderlies, attendants, personal care aides, home healthcare aides, various categories of technologists and technicians, medical assistants, pharmacists, physician assistants, dieticians, nutritionists and social workers. Applicants may consider referring to the Department of Labor web-site or their local workforce investment boards for information on shortage areas.

III. Letters of Support/Participation

Q5: Are letters of support or participation required or encouraged?

A5: No.

IV. Use of Funds/Budget

Q5: Can funds be used to train an individual for employment outside the healthcare sector?

A5: Yes, but only if employment within the healthcare sector is unlikely.

Q6: Can funds be used for training that may take longer than two months such as LPN training?

A6: No.

Q7: If workers are unemployed for longer then that length of unemployment insurance, can stipends be provided?

A7: No.

Q8: Are fringe benefits an allowable expense?

A8: Yes

Q9: Are signing bonuses and tuition offers allowable expenses?

A9: No.

Q10: What is the allowable percentage for administrative costs?

A10: There is none. For the purpose of this application, all personal and non-personal costs should be listed separately as individual costs. Applicants may not include an overhead/indirect/administrative line in their proposed budgets. Administrative costs are allowable however they must be broken down under personal and non-personal costs, the same as all budgeted costs, and a narrative justification for each line-item must be provided.

V.   Reporting Requirement

Q11: What are the reporting requirements of this grant?
How does the state want data presented?
When will the reporting requirements be available?

A11: General reporting requirements are contained on page 8 of the RFA. Specific requirements will be provided to those receiving funds under this program.

VI.   Other

Q12: Do organizations have to apply for both the data base development and job counseling/short-term training components of this grant or can an applicant who only has experience with one component, only apply for one component?

A12: Organizations must apply for both components. The data base component is considered integral to the success of the counseling and short-term training component.

Q13: Is it anticipated that the NYS Department of Labor Job Bank will be altered to create a job bank dedicated to health care workers?

A13: No.

Q14: Does an application need to cover/offer services to an entire region even though the facilities affected by the Commission on Healthcare Facilities for the 21st Century's recommendations are located in only 1 or 2 counties contained within the region?

A14: Yes. This program is intended to target displaced workers affected by both the Commission's recommendations or other economic factors or trends that may affect facilities outside of the Commission's recommendations.

Q15: Can two regions be included in one project application as long as the budgets are separate and distinct?

A15: Yes. A separate workplan should also be submitted for each region in which funding is requested.