

NJ Department of Human Services (DHS)
Division of Mental Health and Addiction Services (DMHAS)
Substance Use Disorder Peer Recovery Specialists for Residential Treatment
Request for Proposals (RFP)
Questions and Answers
April 6, 2023

Q	Bidder Question	DMHAS Answer	RFP Section	Pg. #
1	On the first page of the NOFA "Agencies can request one peer for each different level of care they provide at a given site". If an organization has more than one residential site, can we combine all locations into one proposal?	Yes.	I. Purpose and Intent	3
2	Are separate proposals required for each site or is it one proposal per agency with the total request equaling \$75,000 x number of peers needed?	It is one proposal.	I. Purpose and Intent	3
3	Please clarify the number of peers that can be applied for per site. Is a site based on the organization, level of care, or licensed program? For instance, in one city, we have two separate long-term residential programs (housed in separate buildings) and three separate halfway house programs. Would we then be able to apply for five peers (one per license) or only two (one for each level of care we have in the city)?	Agencies can request one peer for each different level of care they provide at a given site. In the example given, five peers may be requested.	I. Purpose and Intent	3
4	If an organization has 2 residential sites and looks to provide a peer at each of 3 levels of care at each site, would they then need to submit 6 independent applications (of up to \$75,000 each) or would one application for 6 peers (at no more than \$75,000 for each peer) be appropriate?	Bidder should submit one proposal for all sites. Per the RFP, on page 13: complete the Recovery Specialist Staffing Request Grid (RFP Attachment F) to indicate the site and level of care for which you intend to hire Recovery Specialists. Only one Recovery Specialist can be hired for a specific Level of Care at each site. Indicate the total number of peers for which you are seeking funding.	VII. Required Proposal Content - Project Description	13
5	Is the term "DMHAS" in Section III, bullet 4 of Page 6 referring to DOH/Division of C&N/DMHAS	The Substance Use Disorder Peer Recovery Specialist for Residential Treatment RFP is issued by the New	III. Who Can Apply	6

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	licensing, or to a POC as requested by DHS/DMHAS?	Jersey Department Human Services, Division of Mental Health and Addiction Services for substance use disorder (SUD) residential treatment agencies contracted by DMHAS to hire Peer Recovery Specialists to provide non-clinical assistance and recovery supports services to individuals in SUD residential treatment. As per Section III of the RFP, the bidder must have all outstanding PoC for deficiencies submitted to DMHAS for approval prior to proposal submission.		
6	May peer services follow a client for a limited time post-discharge?	This should be addressed in your proposal within the \$75,000 budget.	IV. Contract Scope of Work	
7	Could you please clarify the training referenced in the RFP on Page 7?	Per the RFP, on page 7: The Recovery Specialist will be required to attend a three (3) day DMHAS mandated training that delineates peer role functions, competencies, responsibilities and includes an orientation to DMHAS' multiple treatment initiatives. Training is offered by New Jersey Prevention Network. Successful bidders will receive information regarding this training.	IV. Contract Scope of Work	7
8	Can you please provide information about the plans to improve training accessibility, as the current training offerings have been challenging to access in our experience?	Training is offered by New Jersey Prevention Network. Successful bidders will receive information regarding this training and will need to make arrangements with New Jersey Prevention Network.	IV. Contract Scope of Work	7
9	Is there the possibility of sustained funding after two years? Or is this one time funding expiring after the 2 year contract period?	Per the RFP, on page 3: Funding is available for two years. Bidders should detail the following in their proposal, per the RFP, on page 14:	I. Purpose and Intent VII. Required Proposal Content -	3 14

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		17. The sustainability plan for the project at the end of the contract.	Project Description	
10	Is the expectation that \$75,000 will fund one full time peer (salary plus benefits)?	Yes, please see RFP.	I. Purpose and Intent	3
11	May the annual \$75,000 cover costs beyond the peer salary, benefits, and direct expenses?	Yes, per the RFP on page 15: DMHAS will consider the cost efficiency of the proposed budget as it relates to the scope of work. Therefore, bidders must clearly indicate how this funding will be used to meet the program goals and/or requirements. In addition to the required Budget forms, bidders are asked to provide budget notes.	VII. Required Proposal Content - Budget	15
12	a. Will minor start-up costs, such as a computer for the staff person be considered/ allowed? b. Is this within the \$75,000 limit or will there be separate funding available?	a. Yes. b. Yes; this would be within the \$75,000 limit. Per the RFP, on page 16: budget must include a separate, clearly labeled section of proposed one-time costs, if any, which will be included in the Total Gross Costs.	VII. Required Proposal Content - Budget	16
13	What is the timeline for the applicant's receipt of grant funds?	Anticipated contract start date is July 13, 2023. The successful bidder's receipt of funds is subject to contract negotiations and DMHAS approval.	I. Purpose and Intent	3