# SPECIALIZED SERVICES DIVISION

# OLDER INDIVIDUALS WHO ARE BLIND PROGRAM

# REQUEST FOR APPLICATIONS

## RFA #OIB-23-03 Addendum 1: Questions and Answers

Question 1**: Does RFA #OIB-23-03 make funding available for all counties in California?**?

Answer 1: If the funding available for the county you serve was awarded in RFA #OIB-23-01 or RFA #OIB-23-02 there is no remaining funding available for the previously awarded county or counties. The current RFA has funding available for only 2 regions, containing a total of 11 counties, that remain unawarded from the prior RFAs. Applications for any region, other than those specified in RFA #OIB-23-03, will be screened out during the administrative review as non-responsive.

Question 2: **Will the appeal period be impacted by the shortened timeline for this RFA and the need to provide consumer services as soon as possible after October 1, 2023?**

Answer 2: The key action dates in Section VII of RFA #OIB-23-03 detail out the timeline for the process. The appeal period is 30-days as required by California Welfare and Institutions Code.

## Important Reminders

* Please prepare in advance to ensure the application packet is complete. If the application packet is not ample it may cause delays in processing the application.
* Follow formatting rules. Margins, font, font size, spacing, etc. as detailed in the RFA. Note the RFA was published with different margins, spacing, and possibly other items that do not follow the submission rules. If the application narrative does not follow those specific rules, it will be disqualified and not scored.
* All requested items on the checklist should be attached as separate individual attachments to the application email.
* All items should be in accessible formats - only PDF and Word documents should be attached. Many other file types, including ZIP files are deleted without notifying the applicant or DOR an email was sent.
* PDF and Work documents should be readable using a screen reader, not scanned, in order for evaluators to score the application. An applicant may be asked to re-type a scanned form for the document to be accessible. Items such as IRS letter or Franchise Tax Board letters are not required to be accessible. Letters of Support from collaborating organizations must be in an accessible format.
* Check the samples in Attachment 4 to ensure items submitted are exactly what is requested in the application package.
* A “Statement of Financial Position” is a very detailed fiscal report with additional details that may not be included in a balance sheet. The statement of financial position is the detailed version and not a balance sheet/collapsed version. Evaluators will not be able to score question #4 if financial calculations are not provided accurately.
* The supplemental county application form is required for each region.
* Review benchmarks as you are constructing your application package. The benchmarks give insight into how the evaluators will be scoring applications.
* The subject line on your applications is very important. Check it to make sure your submission is properly received and identified.