

Primary Health Care
RFA HHS0015299
Addendum 1 - Questions and Answers

#	RFA Reference	Question	Response
1	General	Does this RFA include current recipients of PHS funding or is this for new applicants?	<p>All Applicants who meet the requirements set forth in Section III, Applicant Eligibility Requirements, of the RFA, are eligible to receive awards.</p> <p>Note: the existing PHC grantees will need to apply for this RFA if they want to be considered for funding beginning September 1, 2025.</p>
2	<p>Form E: Subcontracting Information, Page 1</p> <p>“if additional tables are needed, the Applicant shall provide a separate document with additional Subcontractor information tables.”</p>	What title should I name the additional table for Form E and following the checklist where I should place the additional table for Form E?	Title the document, Form E – Additional Subcontractors. Copy and paste additional tables into the document.
3	<p>“Optional Services” on Page 16, Section 2.6.4, item B.</p> <p>The RFA states that “Grantee may provide the following optional services, with System Agency prior approval.”</p>	<ol style="list-style-type: none"> 1. The RFA states that “Grantee may provide the following optional services, with System Agency prior approval.” Can we write in our application the optional services we want covered by PHC reimbursement, or do we need to already have that approval prior to applying? In short, what constitutes as System Agency prior approval? 2. Under optional services there is listed “J. Social services.” How are social services defined? 	<ol style="list-style-type: none"> 1. Applicants must discuss required and optional PHC services listed in Section 2.6.4 Subsections B and C in Form C: Work Plan. System Agency approval must take place prior to start of optional services. 2. Section 2.6.4, Subsection C of the RFA states that “[t]he required and selected optional comprehensive preventative and primary health care services are further defined in the Primary Health Care Policy Manual.”

4	<p>Section 2.6.5 Personnel & Training Requirements, Page 17</p>	<p>Context: Under personnel and training requirements, it states that grantee must ““Have current job descriptions for positions that will be fully or partially funded by this Grant, as well as key positions providing oversight to the administration and operations related to this Grant.” Additionally, that grantee must "Provide information on all personnel and locations that will serve PHC populations prior to the Effective Date of Grant Agreement using an HHSC-approved template.</p> <p>Questions:</p> <ol style="list-style-type: none"> 1. The job description items are not in the submission checklist – do we submit these along with our application? 2. If yes to question #1, what is the order the job descriptions should be put in? 3. Where do we access the HHSC-approved template for personnel and locations, and is this separate from the documents already included in the RFA package? 	<ol style="list-style-type: none"> 1. No 2. Not applicable 3. This is not a requirement for this RFA.
5	<p>Section 2.4 Eligible Service Areas, Page 10</p> <p>Form D, Texas Counties Served by Region, Page 1</p> <p>“The service areas eligible for Project funding under this RFA are statewide. Applicants must identify each Texas county it intends to serve using Form D, Texas Counties Served by Region.”</p>	<p>We have been an existing contractor of PHC Program for over 10 years.</p> <p>Currently we have two separate contracts for PHC program for HHSC region 6 and HHSC region 3. Can we apply for two separate grants through this RFA as we had it before.</p>	<p>Refer to Section 3.1, Legal Authority to Apply, of the RFA which states that “[e]ach Applicant may only submit one (1) Grant Application.”</p> <p>Also, refer to Form D, Texas Counties, Served by Region, which states that “[t]he Applicant shall select counties where their organization intends to provide PHC services.”</p>
6	<p>Section 12.1 Texas Public Information Act – Application Disclosure Requirements,</p>	<p>Do you want each section of the PIA Copy to have a PIA Cover Sheet placed before EACH section? Or do you want just one coversheet that indicates “Public Information Act Copy” on the very first page of the</p>	<p>Refer to Section 12.1, Texas Public Information Act – Application Disclosure Requirements, which states in Subsection (C)(1) that “[t]he copy must be clearly</p>

<p>“Applications and resulting Grant Agreements are subject to the Texas Public Information Act (PIA), Texas Government Code Chapter 552, and may be disclosed to the public upon request. Other legal authority also requires System Agency to post grants and Applications on its public website and to provide such information to the Legislative Budget Board for posting on its public website.</p> <p>Under the PIA, certain information is protected from public release. If Applicant asserts that information provided in its Application is exempt from disclosure under the PIA, Applicant must:</p> <p>C. Submit Public Information Act Copy of Application: Submit a separate “Public Information Act Copy” of the Original Application (in addition to the original and all copies otherwise required under the provisions of this RFA). The Public Information Act Copy must meet the following requirements:</p> <p>1. The copy must be clearly marked as “Public Information Act Copy” on the front page in large, bold, capitalized letters (the size of, or equivalent to, 12-point Times New Roman font);”</p>	<p>RFA submission for the PIA Copy?</p>	<p>marked as “Public Information Act Copy” on the front page in large, bold, capitalized letters (the size of, or equivalent to, 12-point Times New Roman font).”</p>
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7	<p>Form C: Work Plan, Page 1, Required Attachments:</p> <p>“Applicant must submit the following documentation as attachments:</p> <ol style="list-style-type: none"> 1. Attachment A – General Ledger from a computerized system that has accounts assigned to track financial transactions for the Grant that may include assets, liabilities, equity, revenue and expenses.” 	<p>Is there a page limit for Attachment A on Form C Work Plan? If so what is the page limit?</p>	<p>There is no page limit for Attachment A to the Form C, Work Plan.</p>
8	<p>Section XIII. Submission Checklist</p> <p>“HHSC, in its sole discretion, will review all Applications received and will determine if any or all Applications which do not include complete, signed copies of these exhibits and/or addenda, will be disqualified or whether additional time will be permitted for submission of the incomplete or missing exhibits. If additional time is permitted, Applicants will be notified in writing of the opportunity to provide the missing documentation by a deadline set by HHSC. Failure by an Applicant to submit the requested documentation by the deadline WILL result in disqualification. Applications that do not include Exhibit A, HHS Solicitation Affirmations (completed and signed), and Exhibit H, FY 2026 PHC Estimated Budget Workbook (completed), will be disqualified. See Section 9.2, Initial Compliance Screening of Applications, for further detail. For exhibits requiring signatures, both electronic and handwritten signatures are</p>	<p>Do you want us to submit our RFA under only one PDF file that will contain all the sections scanned continuously? Or would you rather we make a separate file for each section of the RFA in each USB (ie, A. Administrative Information.pdf, B. Narrative Proposal.pdf, C. Exhibits and D. Addenda.pdf)?</p>	<p>Refer to Section XIII, Submission Checklist, which states that “[t]he Application must be organized in the order below and include each required section and the forms and exhibits identified within a section:”</p>

	<p>acceptable.</p> <p>This Submission Checklist identifies the documentation, forms and exhibits that are required to be submitted as part of the Application.</p> <p>The Application must be organized in the order below and include each required section and the forms and exhibits identified within a section:”</p>		
9	8.3 REQUIRED SUBMISSION METHOD	For section 8.3 REQUIRED SUBMISSION METHOD in the solicitation packet, only 2 options are listed. Will an email submission option be available, such as the pcsbids email address?	<p>Refer to Section 8.3, Required Submission Method, of the RFA, which states that “Applicants must submit their completed Applications by the Deadline for Submission of Applications provided in the Section 7.1, Schedule of Events, or subsequent Addenda, using one of the approved methods identified below.”</p> <p>The approved methods in Section 8.3, Required Submission Methods, of the RFA are Submission Option #1, HHS Online Bid Room, and Submission Option #2, Sealed Package with USB Drives.</p>