

**New York City Department of Health and Mental Hygiene**  
**Bureau of Alcohol and Drug Use, Prevention, Care and Treatment**  
Expanding Mobile Harm Reduction Services for PWUD in the North Bronx RFP:  
Frequently Asked Questions

**Q:** Where can I find the RFP for this project?

**A:** The RFP can be found on the FPHNYC website by clicking the “Get Involved” tab and selecting “Requests for Proposals”. Once there you can find the Expanding Mobile Harm Reduction Services for People Who Use Drugs in the North Bronx RFP by clicking the drop-down arrow on the right to view the RFP and attachments.

**Q:** What if I applied for the first release of this RFP? Am I eligible to reapply?

**A:** Yes, you are eligible to reapply if you applied in response to the first release of the RFP.

**Q:** What if I applied for the first release of this RFP? Do I need to resubmit an application, or will my prior application automatically roll over into the pool of applicants for the re-release?

**A:** If you applied for the first release of the RFP you **MUST RESUBMIT** an application in response to the re-release. You can submit the exact same application, or you can submit a revised application.

**Q:** What is a brick-and-mortar site?

**A:** A “brick-and-mortar” or physical site must include a location in which the same or comparable services can be delivered to participants while unsupported by the mobile unit and ensuring participant confidentiality.

**Q:** Is an organization eligible to apply if they provide services in the Bronx but do not have a brick-and-mortar site?

**A:** An organization is eligible to apply if they provide services in the Bronx (in addition to meeting the other criteria stipulated in the RFP); but a brick and mortar site is not required to meet eligibility criteria.

**Q:** Are indirect costs (i.e., certain percentage to cover overhead administrative costs) permitted in budget?

**A:** Given that this is a deliverables-based contract, where we will pay based on deliverables not expenses, we prefer that applicants keep to the budget template. However, applicants may include a line for indirect or other costs in their budget in addition to items included in the budget template.

**Q:** Who will be evaluating the application?

**A:** The applications will be evaluated by staff within the Bureau of Alcohol and Drug Use, Prevention, Care and Treatment at the NYC Department of Health and Mental Hygiene.

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**Q:** Is the funding for this application separate from other funding received previously for expansion? Will that be taken into consideration for this application?

**A:** The funding for this RFP is separate from funding recently received for the expansion of harm reduction services. It will be treated independently from other funding with the understanding that this money will be used to create new services and not enhance already existing programming.

**Q:** Is there an email address people should send questions to?

**A:** The period to submit questions for this RFP has passed.

**Q:** Are there letters of support required for this RFP?

**A:** There are no letters of support required for this RFP. We do anticipate that once the organization is selected, they may have to go through a community engagement process and engage with community boards in the area to gather support for this work.

**Q:** How will the funding be administered?

**A:** The funding will be administered through FPHNY.