

Office of Refugee and Immigrant Assistance Economic Services Administration | Community Services Division

QUESTIONS & ANSWERS FOR REQUEST FOR APPLICATIONS PROMOTING REFUGEE INTEGRATION, MOBILITY & EMPOWERMENT (PRIME) SERVICES JULY 26, 2023

Question 1:

Is this RFA seeking additional new providers for PRIME - OR - is it a global RFA for all providers, including providers who want to renew their case management services with PRIME?

Answer:

On page 5 of the Request for Application, in **f. Additional Information**, the first paragraph says, "All organizations interested in providing PRIME Services must submit an application under this request. This includes organizations that currently hold a PRIME contract with ORIA. There is no guarantee that current contractors who receive a new contract will receive the same level of funding".

Question 2:

We have three separate PRIME case management contracts right now. Should we send in three different applications - one for each site - or list the three sites on one application?

Answer:

You may send in three or you may send in one application. If you plan to have one, you must have one PRIME Coordinator contact person that will be responsible for all three offices who will coordinate and promptly submit billings.

Question 3:

In reading through the application it states "services and may not duplicate services that are covered in other ORIA programs such as English language training, employment or immigration-related services." As long as services are not being duplicated, can a participant be co-enrolled in PRIME and other ORIA funded programs at the same time? For example, providing additional case management services to individuals enrolled in employment services.

Answer:

Yes, participants enrolled in PRIME may also enroll in ORIA's other funded programs as long as services are distinct to each program. For instance, if you are serving a client in employment and providing case management related to his/her job readiness and/or training- that service would be related to your employment contract, not PRIME. If the case management is to work with the client

on non-employment plans and issues, then it is okay to serve this client in PRIME as well as other ORIA programs.

Question 4:

We do not have an indirect rate, but cost allocate all of our expenses. Can we use this methodology for our budget?

Answer:

Yes, you may use a cost allocation method to determine indirect costs.

Question 5:

Our agency had some questions about allowable services under this grant opportunity. Are employment services (that are not covered by other ORIA funding) specifically allowed? We were also wondering if we could receive some clarity on the types or examples of services that would fall under DSHS's definitions of "mobility" and "empowerment" within the application.

Answer:

Employment services regardless of funding source is not part of PRIME. ORIA has designated employment programs and providers: Limited English proficiency (LEP) Pathway for employment; Career Ladder for Educated & Vocationally Experienced Refugees (CLEVER); Basic Food & Employment Training (BFET); and the Food Assistance Program-Employment & Training (FAP E&T).

General definitions for Mobility and Empowerment are in the contract, but here is additional information that may help to understand these terms within PRIME:

Mobility is the ability of a refugee to move freely and independently within the society and community. By participating in the PRIME program, refugees will have an increased ability to independently navigate systems, utilize available transportation, access opportunities for skills development, and be able to stabilize family life, including managing their home, personal finances and preparing for emergencies.

Empowerment is the process that helps people to gain control over their own lives and communities. Through PRIME services, utilizing their own self-determination, refugees will connect and access services on their own, find their own pathway to fulfill their goals and dreams for their family and future.

Question 6:

Right now, our organization is working under ORIA funded contract of supporting arriving refugees and humanitarian immigrants to help them to reach social services through information and referral processes and there is a great need from the new arrival population to continue such services. My questions are: 1. Is it possible to continue the same (similar) service under the PRIME grant program? 2. And if it is yes, then can we after finishing our information and referral program start PRIME program right after without any delays?

Answer:

The Community Outreach and Education (COE) program is meant to provide Information and Referral (I&R) services on a limited basis, for non-complex cases. Depending on how your organization provides this service, it may resemble PRIME's Short Term Services. If so, we recommend this service is offered distinctly through the COE program and that you do not utilize PRIME to do the same services.

If your organization is doing more intensive and ongoing work with families, you might consider applying for PRIME to add a case management component to your services that could complement your agency's Information and Referral services offered through COE.

Clients with greater needs who are assisted more thoroughly with services and activities, met with regularly for progress and ongoing needs, and tracked through case notes would be considered case management recipients in PRIME rather than I&R clients.

Question 7:

My organization does not currently have a physical operating location. We generally work virtually and hold meetings in libraries and other public spaces when needed. I understand that a physical operating location near public transit lines is a requirement for this RFP. Would it be allowable to secure a physical location after being awarded the grant? If possible, we could apply some grant funding towards this. We would also be willing to fund the physical location out of our own pocket, but would not want to take this leap until we were awarded the contract because we don't need a physical location unless we will be awarded under this RFP.

Would either of these paths be acceptable? Can you clarify if this project requires a certain number of clients to be served, or can we propose the number of clients we estimate serving based on our capacity and budget?

Answer:

On page 6 of the Request for Application, in **5. Applicant Minimum Qualifications**, we do indicate that the applicant needs to have a service location and space (5.e) in order to apply. The PRIME Program does not require a certain number of participants to serve, as that is determined by your organization and stated in your application.

Note:

Applicants may continue to ask questions until August 10, 2023. However, ORIA reserves the right to post any further questions after July 26, 2023.