

**AMENDMENT NO. 8  
RFA NO. 2021HCA2**

**Substance Use Disorder Prevention (SUD Px) and Mental Health Promotion Project (MHPP)  
Community-Based Organization (CBO) Enhancement Grants**

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Date Issued: March 23, 2021  
To: RFA Applicants  
From: Heidi Jones, RFA Coordinator  
Purpose: Week 5 Q&A

This amendment hereby modifies the RFA to provide HCA's responses to Week 5 questions received March 23, 2021 and March 24, 2021, and to correct information about one of the MHPP programs.

All other terms, conditions and specifications remain unchanged.

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Attachment B-2, Funding Source Packet for MHPP Funding, under sections for Evidence-Based (EB) & Research-Based (RB) Programs for Mental Health Promotion and Evidence-Based (EB) & Research-Based (RB) Programs for Suicide Prevention, the "□ Coping and Support Training (CAST)" program should not have an asterisk (\*), as this program does not have dual outcomes.

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**RFA - 2021HCA2 - MHPP and SUD Px/MHPP CBO Grants**  
 Week 5 Questions through March 24, 2021

#	Section	Applicant Questions	HCA Responses
1	Navigating WEBS	<p>I'm having trouble setting up an account with Washington's Electronic Business Solutions Website. When I try to make an account, it's asking for commodity codes and vendor registration. Do you know how we're supposed to navigate this?</p> <hr/> <p>I was hoping to apply for the MHPP grant, but there's a new submission portal that I can't get access to. No one at my school knows how to use it, I tried to make an account and couldn't, I emailed the help email for the portal and have gotten no response, and I emailed the contact for grant questions (also no response).</p>	<p>Washington's Department of Enterprise Services (DES) hosts Washington's Electronic Business Solutions Website (WEBS).</p> <p>Commodity Codes are a uniform set of codes established at the federal level by the <a href="#">National Institute for Government Purchasing</a> to help vendors like yourself identify the areas of business focus that matches your expertise, so you can search for bids and be found by agencies looking for entities to do business with.</p> <p>There are several codes that describe areas that you may be involved in, like 918-67 for Human Services Consulting (To Including Mental Health Consulting Services), but you are not limited to any codes. When registering in WEBS, you may select as many codes that you feel reflect your business.</p> <p>For more information on doing business with the state by registering through DES and WEBS, follow this link: <a href="https://www.des.wa.gov/services/contracting-purchasing/doing-business-state">https://www.des.wa.gov/services/contracting-purchasing/doing-business-state</a>.</p> <hr/> <p>Thank you for your inquiry. Is WEBS the "submission portal" you are referring to, or do you have an internal technology or access issue with another platform?</p> <p>The only submissions we are currently set up to accept go through Washington's Electronic Business Solutions Website (WEBS), which is hosted by Washington's Department of Enterprise Services (DES).</p> <p>For more information on doing business with the state by registering through DES and WEBS, follow this link: <a href="https://www.des.wa.gov/services/contracting-purchasing/doing-business-state">https://www.des.wa.gov/services/contracting-purchasing/doing-business-state</a>.</p>

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#	Section	Applicant Questions	HCA Responses
		<p>It's the WEBS portal. Our district didn't have an account (and hadn't heard of it) and I had followed the guidelines and emailed the provider to make a government account, but hadn't heard back. I was getting nervous since it was nearing the end of the day (I had emailed yesterday), but they wrote back right after I emailed Billy. Now I'm just waiting for them to approve the account, so hopefully that happens.</p>	<p>Just in case you feel that WEBS is malfunctioning or you need assistance from DES, WEBS Customer Service can be reached as follows:            webcustomerservice@des.wa.gov            360-902-7400</p>
		<p>I've reached out. I have no idea how to submit a grant application and the user guides don't mention that. This is super confusing.</p>	<p>We appreciate your feedback, and want to encourage you to continue to work with DES so you can get set up in WEBS as an official state vendor. In our role, we work within the parameters of that system, so what we can recommend at this point is that you do your best to follow the instructions in the RFA, and evaluate from there what your future needs are.</p>
2	Fiscal agent	<p>Can fiscal agents submit letters of support for the coalition's efforts, even if technically the fiscal agent is the one applying?</p>	<p>Letters of support are more commonly submitted from collaborative partners, rather than fiscal agents. This does not preclude you from submitting one as the applicant, however may not receive maximum points.</p>

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#	Section	Applicant Questions	HCA Responses
3	Q&A Documentat ion Location	<p>Page 13 of the RFA states that answers to questions will be posted at WEBS.PRE-APPLICATION WEBINAR. Not to be found as a link via Slide 33 in the presentation. Where is it please? I would like to review the questions and answers. Thank you.</p>	<p>The documentation you are requesting has been posted in Washington’s Electronic Business Solutions Website (WEBS), hosted by Washington’s Department of Enterprise Services (DES).</p> <p>This RFA has posted 7 amendments and other documents to date in WEBS.</p> <p>We also post the RFA and amendments on the HCA website, but that is an incomplete picture. To get all documentation and communication about changes, we strongly encourage all Applicants to sign up as a vendor in WEBS, as that is the state’s procurement vessel of record, and you will have access to all of the communications, forms and documents that we are referencing.</p>
		<p>Thank you. I did figure it out by going to <a href="https://www.hca.wa.gov/about-hca/bids-and-contracts">https://www.hca.wa.gov/about-hca/bids-and-contracts</a> which is not really very clear in the rfa as a new system for applying for a grant.</p> <p>I was reviewing the rfa as I assisted a few CBOs and this information is new and was not clear to the applicants so I am trying to figure it out. Got it!</p>	