

## OASAS SAPT Supplemental Grant

### Information Session Q&A's

May 12, 2022

1. What if we haven't received the E0-16 form about Russia? How can we request it? Is there someplace we can download it?

**Response:** We have included the EO-16 form with this Q and A document.

2. Can you share your voucher template?

**Response:** The expense report for each initiative is posted on the OASAS website under the initiative. You can find each initiative listed here: <https://oasas.ny.gov/supplemental-funding-opportunities>. Select the initiative you need an expense report for and click on it. The Expense Report will be available along with other initiative documents including the Scope of Work. Additionally, an expense report is sent to each provider when the initial advance is made.

3. For the Prevention Infrastructure – Can you explain the reporting of service provision – that is, will there be a WTNYS component or other way of needing to report contact with those who receive services?

**Response:** There will be no WTNYS reporting component for the Prevention Infrastructure funds. The Division of Prevention and Problem Gambling Services (DPPGS) is currently designing a separate reporting sheet to capture impacts from Prevention Infrastructure spending and will be sending that out to providers when complete. Questions can be emailed to: [Prevention@oasas.ny.gov](mailto:Prevention@oasas.ny.gov).

4. My organization received funding for both Workforce Development and Stabilization. For both grants, there is a Recruitment & Retention sheet within the expense report workbook. For the Workforce Development, this makes sense as some of the items that can be spent for this grant is directly related to recruitment and retention. In the Stabilization however, we were using the funding to assist with payroll expenses, but the workbook sheet is still called Recruitment & Retention. Is this just an oversight?

**Response:** No, it is not an oversight. Providers may use Stabilization funding to provide Recruitment & Retention payments if the amount awarded under Workforce was insufficient. If a provider elects to use Stabilization funding for such purposes, the total amount paid to an employee across both initiatives is limited to 10% of an employee's annual salary not to exceed \$10,000. If Stabilization funding is used for Recruitment & Retention payments, the provider must fill out and submit the Recruitment & Retention Roster and submit it with the Stabilization Expense Report.

5. Will the Vouching seminar include how to report the fund on the CFR?

**Response:** OASAS has posted information on its website regarding the reporting of expenses and funding provided under these Supplemental contracts. This link will take you to the posted instructions: <https://oasas.ny.gov/system/files/documents/2021/12/cfr->

[supplemental-sapt-reporting.pdf](#). This will also be referenced during the webinar about expense reports.

6. Can you please advise when the letters and contracts are going out?

**Response:** Letters for each initiative are being sent out when review of applications is completed, including review of Executive Order No.16 certifications. Once the EO 16 certification form is received, OASAS will send awards letters and then the contracting process will begin.

7. Will all the SAPT grant initiatives be reported in the CFR?

**Response:** OASAS has posted information on its website regarding the reporting of expenses and funding provided under these Supplemental contracts. This link will take you to the posted instructions: <https://oasas.ny.gov/system/files/documents/2021/12/cfr-supplemental-sapt-reporting.pdf>

8. If we've already received a SAPT Funding grant this fiscal year, can we apply for another SAPT Funding during fiscal year 2022-2023?

**Response:** Providers can apply for any posted initiative they are eligible for. However, unless a provider is notified or an opportunity is posted, funds are not available to extend an initiative.

9. I believe this is correct, but it seems all the applications were combined into one contract - we did three separate applications.

**Response:** The first three initiatives (Workforce, Stabilization and Primary Infrastructure) funded by the Supplemental SAPT Grant were combined onto a single master contract, with each initiative listed as a separate program on the B-1 Contract Budget and Funding Summary. Additional initiatives will be developed in separate contracts and will no longer be added to the original contract as amendments.

Any inquiries (including contract status, provider number, etc.) can be directed to: [covidfunds@oasas.ny.gov](mailto:covidfunds@oasas.ny.gov)