

OASAS SAPT Supplemental Grant

Information Session Q&A's

February 2nd, 2023

1. How are the no cost extension contracts being sent out?

Response: The no cost extension contracts are being sent out electronically via email to the CEO of each organization from COVIDFunds@oasas.ny.gov

2. Can someone explain the difference between the budget period and the contract period? Where do I find information on each?

Response: The contract period and contract term are on the upper left of the second page of the contract.

The budget period is found on Attachment B-1 or B-2 in your contract. Any allowable obligations with expenditures during the budget period can be submitted for reimbursement with a valid Expense Report.

Contracts that contain multi-initiatives/projects can have multiple budgets with multiple different budget periods.

3. How are expenditures reported on the CFR? Is it a separate column or merged with their programs?

Response: You must report any expenses covered by SAPT Supplemental grant funds on the DMH-2 claiming schedule within the individual substance use disorder treatment, prevention, and/or recovery program(s) in which they were incurred. The offsetting grant funds should then be reported as Federal Grant revenue as "SAPT Supplemental" on the DMH-2, line 24, not as OASAS net deficit funding or "State Aid."

<https://oasas.ny.gov/system/files/documents/2021/12/cfr-supplemental-sapt-reporting.pdf>

4. When should we prepare budget modifications if we expect original budgeted item amounts to change?

Response: You can submit a budget modification at any time. Such requests should be submitted to OASASBudget@oasas.ny.gov on the same budget form as provided with the original initiative submission to submit any requested revisions.

In general, a budget may be modified from the initially identified expenditure lines provided the changes are in line with the approved scope of work, within the budget period, and within the approved amount on the applicable Attachment B (Budget) document. Funds may not be transferred or used for any other project or purpose. However, as long as the previously mentioned criteria are met, then you do not need to submit a budget modification. Upon submission of your Final Expense Report, the budget will be updated to reflect actual claimed expenses.

5. Does a budget modification have to be in excess of a certain amount of the budget or a certain percentage to require a formal modification or does any change require a formal modification?

Response: No. In general, a budget may be modified from the initially identified expenditure lines provided the changes are in line with the approved scope of work, within the budget period, and within the approved amount on the applicable Attachment B (Budget) document. Funds may not be transferred or used for any other project or purpose. However, as long as the previously mentioned criteria are met, then you do not need to submit a budget modification. Upon submission of your Final Expense Report, the budget will be updated to reflect actual claimed expenses.

6. Which forms should be used for modifications, or is a letter enough?

Response: Budget modifications should be submitted to OASASBudget@oasas.ny.gov on the same budget form as provided with the original initiative submission to submit any requested revisions.

7. Has the Telehealth initiative been extended through the No Cost Extension?

Response: The Telehealth initiative will not be extended.

8. Who do we reach out to with questions regarding our No Cost Extension contract?

Response: Please contact OASAS.sm.Grants@oasas.ny.gov for questions related to the NCE process.

9. Have the No Cost Extension contracts been sent out yet?

Response: Yes. If you have not received one, please check with your CEO as they should have been emailed the contract. If you did not receive it, please reach out to OASAS.sm.Grants@oasas.ny.gov. Additionally, if the signed contract was returned to the Grants mailbox over two weeks ago, and your organization has not received either a question from the Grants mailbox or a signed copy from the COVIDFunds mailbox, please reach out to the grants mailbox to inquire about its status.

10. What is the budget mailbox?

Response: OASASBudget@oasas.ny.gov

Any inquiries (including contract status, provider number, etc.) can be directed to:

covidfunds@oasas.ny.gov. *Note: please include provider number when you send emails to the Covid funds mailbox, and your contract number if you have one.*