



OFFICIAL RESPONSES TO VENDOR QUESTIONS
RFP-2023-DCYF-02-KINSH

No.	Section	Question	Answer
1.	1.4.3 Covered Populations	Is there any data available to inform anticipated case load by month?	Based on the average of the past five years, 480 families were served by DCYF annually with an average of 40 cases/families per month.
2.	1.4.3 Covered Populations	Is there demographic data available related to the anticipated families served?	See Addendum #3 and Appendix H.
3.	1.4.3 Covered Populations	What percentage of these families do you anticipate to go forward with licensing?	The Department expects approximately 75% to go forward with licensing.
4.	1.4.3 Covered Populations	Is a safe home study required for all families served?	No, a safe home study is not required. The Department has developed a kinship template that will be provided to the selected Vendor.
5.	Scope of Work section 2.1.1.	After the selected Vendor identifies kin, would the CPSW take over?	Please see Addendum #2.
6.	Scope of Work section 2.1.1.	Will the Department consider Vendors that propose an evidence-based model for family finding?	Yes, please see Question 1 in Appendix D.
7.	Scope of Work section 2.1.2	Please describe what "assistance with placement initiation" entails.	Please see Addendum 3. Vendor is to provide Kinship Supports as defined in section 1.5. Terminology upon placement being made.
8.	Scope of Work section 2.1.2	Will the selected Vendor assist with initiating emergency placements during removal?	The DCYF Child CPSW is responsible for facilitating the emergency removal/placement of the child. If the child is placed with a kinship caregiver, the selected

**New Hampshire Department of Health and Human Services
Kinship Care Program**



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			Vendor may provide supports during this time to ensure the transition is as smooth as possible.
9.	Scope of Work section 2.1.3.	How long will the selected Vendor provide supports?	The selected Vendor will have 120 days to provide family finding and supports to identified kin.
10.	Scope of Work section 2.1.5	What services will the selected Vendor provide seven (7) days per week, twenty-four (24) hours per day?	See Addendum 3. The selected Vendor must provide staff on call for the purpose of family finding and kinship supports due to placements and removals happening outside of normal business hours.
11.	Scope of Work section 2.1.7	<p>1) Is the Vendor expected to complete foster care licensing process for the kinship provider within the 120 day timeframe?</p> <p>2) What happens if a family has not completed licensing requirements within that time?</p> <p>3) Does the Department allow for modifications or exceptions to any licensing rules, home requirements, and/or processes in order to assist with qualifying and approving kinship homes?</p>	<p>1) The selected Vendor is expected to complete licensure or home study process within the 120 days. New legislation that was passed in July of 2022 allowed the Division to define a new set of requirements for kinship licensure through developing Administrative Rules specific to kinship. These rules are currently being drafted and it is anticipated they will be approved late spring of 2023. Until that time, licensing will be completed under current foster care licensing rules.</p> <p>2) Should licensure or home study not be completed within the timeframe, the responsibility will shift to the Department and be discussed at the 120 day transfer meeting.</p> <p>3) Yes, the selected Vendor may request waivers from the Department.</p>

**New Hampshire Department of Health and Human Services
Kinship Care Program**



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12.	Scope of Work section 2.1.8	Is this activity the sole responsibility of the Vendor, or will this be done in collaboration with the referring CPSW?	This is the sole responsibility of the Vendor, please See Addendum #3.
13.	Scope of Work section 2.1.8	Can any available required screening tools/documents be provided for review prior to the proposal deadline to inform Vendor's application and anticipated staffing/capacity needs?	See Addendum #2 and Appendix G.
14.	Scope of Work section 2.1.8	Will the Department provide training to the selected Vendor on proper execution of required home study/safety screenings?	The Department will provide information on the home study and screenings as requested.
15.	Scope of Work section 2.1.13.	Will the Department require participant level data and direct feedback on how the family is doing?	The selected Vendor will provide updates via contact notes for the CPSW in NH Bridges as stated in 2.1.13. The Vendor will also provide updates to the Department in meetings. Please see 2.1.9.
16.	Scope of Work section 2.1.13.	Will all data collection occur within the Department's system?	The selected Vendor will provide data in NH Bridges as noted in 2.1.13. Please also see 2.1.15. for additional data to be reported monthly.
17.	Performance Measures section 2.1.16.1.1	<ol style="list-style-type: none"> 1) Please define "at least one viable kin identified within 24 hours." 2) Is the expectation that the Vendor will identify at least 	<ol style="list-style-type: none"> 1) Please see 1.5. Terminology for definition of viable kin. 2) The selected Vendor is expected to both identify viable kin and make contact with them in 24 hours.

**New Hampshire Department of Health and Human Services
Kinship Care Program**



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		one viable kin and their contact information within 24 hours, or that the Vendor will identify and make contact with at least one viable kin within 24 hours?	
18.	Performance Measures section 2.1.16.1.1	What is the expected date for the selected Vendor to take their first referral?	The anticipated goal is for April/May of 2023, but will depend on the ability of the Vendor to onboard staff to provide the services.
19.	Performance Measures section 2.1.16.1.3	What is the required time frame for kin to obtain a kinship care home license in order to meet this performance measure?	Please see answer to question #12 above for response.
20.	General	How will a child's family's privacy be protected?	Please see Addendum #3.
21.	General	Who is responsible if the kinship caregiver found and/or licensed by the selected Vendor turns out to be unsafe or unsuitable?	The selected Vendor will complete the licensing and the Department will issue and hold the license.