

ADDENDUM 4 SCHEDULE OF EVENTS UPDATE

Date: February 16, 2024

To: All Applicants

From: Office of Procurement and Grants
Department of Health and Human Services

RE: Addendum for Request for Applications Number 6074 Social Security Income (“SSI”) and Social Security disability Income (“SSDI”), Outreach, Access, and Recovery (SOAR) Annual Grant 2024-2025

RFA Language Update

Following are updates to the above-mentioned Request for Applications. It is the Applicant’s responsibility to check the DHHS website for all addenda or amendments.

The Preamble of RFA 6074 Social Security Income (“SSI”) and Social Security disability Income (“SSDI”), Outreach, Access, and Recovery (SOAR) Annual Grant 2024-2025 has been updated to read:

RFA #	RELEASE DATE
6074	January 12, 2024
APPLICATION DUE DATE	POINT OF CONTACT
February 20, 2024	Office of Procurement and Grants

Schedule of Events Updated

Section 3.2 Schedule of Events has been updated as follows:

	ACTIVITY	DATE/TIME
1.	Release RFA	January 12, 2024
2.	Pre-applicant Review Session	January 17, 2024
3.	Last day to submit written questions	January 26, 2024
4.	State responds to written questions through RFA “Addendum” and/or “Amendment” to be posted to the Internet at: http://dhhs.ne.gov/Pages/Grants-and-Contract-Opportunities.aspx	January 31, 2024
5.	Application Review Period Begins (Application due date)	February 20, 2024
6.	Evaluation Period	February 21, 2024 - March 22, 2024

7.	Post "Intent to Subaward" to Internet at: http://dhhs.ne.gov/Pages/Grants-and-Contract-Opportunities.aspx	May 13, 2024
8.	Period of Performance Start*	July 1, 2024

RFA Language Update

Section 3.4 Submission of Applications has been amended to read:

3.4 Submission of Applications

DHHS is accepting either electronically submitted responses or hard copy, paper responses for this funding opportunity. Applicants must submit a complete Application, including all the parts required herein, in one of three ways:

1. Electronic Response:

Applicants submitting electronically can upload the response via ShareFile here:

<https://nebraska.sharefile.com/r-rb41ac8384e644db2bd5e0f81f00b44b5>

Applicants should reference **Attachment 1 End User Guidance: Shared File Link** for more information regarding ShareFile.

The submission shall include the Application as a single Portable Document Format (PDF) or multiple PDFs. Failure to provide the Application in the correct format may result in DHHS being unable to read or open the Application and thus rejecting it without Evaluation.

The applicant should clearly identify the uploaded response files. To assist in identification, please use the following naming convention:

RFA 6074 ABC Company

If multiple files are submitted for one funding opportunity, add number of files to file names:

RFA 6074 ABC Company File 1 of 2

It is the applicant's responsibility to submit the response by the date and time indicated in the Schedule of Events. Electronic responses must be received by DHHS by the date and time of the due date per the Schedule of Events. No late responses will be accepted.

2. Electronically via email to dhhs.grants@nebraska.gov. The subject of the email shall indicate **"RFA 6074: Response of ABC Company."**

The email shall include the Application as a single Portable Document Format (PDF) or multiple PDFs. Failure to provide the Application in the correct format may result in DHHS being unable to read or open the Application and thus rejecting it without Evaluation. The email shall request a read receipt. A read receipt will be supplied to the Applicants upon

receipt of the email by the Office of Procurement and Grants. Applications will remain sealed and shall not be opened or reviewed until the beginning of the Application Review Period.

3. Physical Mailing Response:

Option 1. Submission directly to the POC via United States Postal Service mail. The Application shall be sent to the POC's address listed above in Point of Contact, Section 3.1. The Application itself shall remain sealed and shall not be opened until the beginning of the Application Review Period.

Option 2. Hand delivered responses, or responses delivered by FedEx or UPS should be delivered to:

ATTN: Office of Procurement and Grants
DHHS – 3rd Floor Reception Desk
301 Centennial Mall South
Lincoln, NE 68509

The Application itself shall remain sealed and shall not be opened until the beginning of the Application Review Period.

Regardless of the submission method, Applicants must use the forms supplied by DHHS in this RFA unless specifically otherwise indicated herein. All Applications must be received by the beginning of the Application Review Period, as stated in the Schedule of Events, section 3.2.

RFA Form 1 Update

Form 1 – Application Cover Sheet has been replaced in its entirety.

This addendum will become part of the Application and should be acknowledged with the Request for Applications response.