

**Frequently Asked Questions  
for 2012 Regional HIV Grant Lead Agency Applicants  
on Agency or Partnership Eligibility**

**Is the agency able to deliver contracts to providers within 60 days of lead agency contract ratification?**

To be eligible to apply as lead agency, agencies must be able to deliver contracts to providers within 60 days of the ratification of the lead agency contract.

**Does the agency have sufficient cash flow to begin reimbursement of subgrantee billing immediately upon lead agency contract ratification?**

To be eligible to apply to be a Lead Agency, an organization or fiscal-program partnership should have sufficient cash flow to begin reimbursing subgrantee billing upon ratification of the lead agency and the subgrantee contracts.

**Will the (program monitoring) agency limit a conflict of interest by supporting a Lead Agency Coordinator position without partial funding through Regional HIV Prevention Direct Service funds and without direct supervisory responsibilities (apart from quality assurance program monitoring) over positions funded through Regional HIV Prevention Direct Service funds?**

The Lead Agency Coordinator position may be funded with Regional HIV Prevention Grant Lead Agency funds but not with Regional HIV Prevention Grant Program funds. The Lead Agency Coordinator position may also be partially funded from sources other than the Regional HIV Prevention Grant and be made responsible for duties to those other funding sources in proportion to their contributions to the Lead Agency Coordinator position's salary and fringe costs.

If a Regional Grant Lead Agency is awarded *both* Regional Grant *Lead Agency* funds to conduct program monitoring and Regional Grant *Program* funds to conduct direct services, the Lead Agency Coordinator position should not have a direct supervision relationship over the direct service positions funded through Regional HIV Prevention Direct Service funds. Lead Agency Coordinators should have the same program monitoring relationship with any Regional Grant-funded Direct Service (subgrantee) staff within their own agencies as they do with staff employed by other subgrantee agencies in their region.

**Does the (program monitoring) agency have at least 3 years experience conducting Regional HIV Prevention Grant Lead Agency Coordination OR Direct HIV Prevention Services?**

The interpretation of this language provided at the Bidder's Conference was overly restrictive. Agencies that have at least 3 years experience conducting Regional HIV Prevention Grant Lead

Agency Coordination are eligible to apply. Agencies that have at least 3 years experience conducting IDPH-funded HIV Prevention direct services are also eligible to apply.

**Are agencies that did not submit a letter of intent to apply still eligible to apply?**

This Request for Applications requested a letter of intent to apply but did not specify that submitting a letter of intent was required in order to apply. Agencies that did not submit a letter of intent but that meet all application submission requirements specified in the Request for Application are eligible to apply.

**Will IDPH release current subgrantee award information?**

The Office of Health Protection has determined that releasing a list of FFY2011 Regional HIV Prevention Subgrantees could potentially bias Lead Agency applicants in favor of funding current grantees. IDPH will provide to selected Lead Agency grantees a guidance document with criteria for conducting their selection process for regional HIV prevention service provider grantees.