

Questions & Answers

Q	Bidder Question	DHS Answer	Section	Pg.
1.	How long does the training take for a volunteer? And when is the training offered?	<p><i>The SHIP Certification training takes 30 hours. It is offered in 6 – 8 live sessions, supplemented by on-demand on-line training modules. After training is completed, the counselor takes a written exam with 100 questions. The training is conducted by staff from the SHIP program at the NJ Division of Aging Services (DOAS) and is offered 2 - 3 times per year depending on demand. The next training is scheduled for March 2023.</i></p> <p><i>In addition to the initial training, SHIP counselors are required to attend two update trainings conducted by the DOAS SHIP staff in April and October of each year. Update trainings are usually offered in-person in each of the 21 counties.</i></p>	II.	1
2.	Is phone/hotline cost allowable, or is that considered equipment?	<p><i>Phone service costs are an allowable office expense for SHIP funds, but the purchase of phone equipment is not permissible.</i></p>	XIII. Item 14 and item 18	10 12
3.	What is the maximum allowable indirect cost rate and fringe rate for this opportunity?	<p><i>The maximum fringe rate is 53.4% and maximum indirect rate is 20%.</i></p>	XIII. Item 14 and item 18	10 11

4.	Is the total award prorated for this abbreviated funding cycle? Will this increase proportionally for a full 12 months of service in future funding cycles?	<i>The \$40,000 grant amount for the seven (7) month period includes start-up costs for a new organization. Future funding amounts for a full 12-month cycle will depend on the annual federal grant amount from the Administration for Community Living, and prior grant performance of the agency. Funding amount will be announced prior to agency's applying for a new grant cycle.</i>	l.	1
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