



PY 2022 NAVIGATOR REQUEST FOR APPLICATION (RFA) QUESTIONS AND ANSWERS

- Q: I'm just confirming that in the Submission Checklist on page 29, we do not have to submit Appendix C, E, or F but we do have to include Appendix B, D, and H?**
- A: There is no specific form that requires your signature. However, Appendix E can be printed, signed and submitted or RFA Applicants can submit their own written attestation regarding the Conflict of Interest.
- Q: Do the two budgets we have to submit need to be the same amount or can we ask for more funding for SFY23?**
- A: The Budget Narrative is required for each fiscal year. The funding information you submit will be based on the needs of your organization and will be considered and determined based on the available funding by Nevada Health Link.
- Q: On Available Funding, is there a maximum dollar amount expected per Navigator?**
- A: There is no maximum dollar amount expected per Navigator, however; proposed dollar amounts for certified EEFs should be reflective of the duties, responsibilities, and requirements of the position, and should conform to Uniform Guidance Cost Principles found in 2 CFR 200.
- Q: For fringe, it states that the percentage is 15%. What if our fringe is higher?**
- A: The 15% fringe rate is predetermined by the Exchange and is the maximum amount reimbursable. Applicants who submit proposals with fringe rates in excess of 15% will either be disqualified, or, will have their fringe rate adjusted to meet the terms of this RFA.
- Q: If the application is submitted by a private firm, rather than a non-profit organization, do you still require copies of fiscal policies?**
- A: Yes, copies of fiscal policies are required for all applicants, regardless of business structure and tax status. As outlined in Appendix D - Fiscal Management Checklist, fiscal policies must address: separation of duties, accounts payable, accounts receivable, internal controls, purchasing, check signing policies, payroll, cash receipts, procurement, property management, time sheets, travel, conflict of interest, and nepotism.

Q: Any max amount of \$\$ for this grant period?

A: There is no maximum amount of funding an entity can request. For State Fiscal Year 2021, the Exchange has budgeted \$1,196,884 for Navigator Entity grants. For context, the Exchange has historically awarded funding to an average of 10 different Navigator entities each fiscal year, with numbers of certified EEFs ranging from a minimum one (1), up to 10.

Q: Can we apply for a partial FTE to do just education and outreach? Or does each FTE have to be focused on all components (outreach, education, and enrollment assistance)

A: A FTE must be able to do enrollment, education, and outreach for both Nevada Health Link official events and the employing agency outreach events.

Q: Is there an approved hourly rate for EEFs?

A: There is no maximum hourly rate expected per Navigator, however; proposed hourly rates for certified EEFs should be reflective of the duties, responsibilities, and requirements of the position, and should conform to Uniform Guidance Cost Principles found in 2 CFR 200.

Q: If we are already a brokerage, and have brokers on staff, but are not selling insurance (actively) we could have those staff act as assisters without going through certification process. Is that correct?

A: No, that is not correct. If you wish to serve in the capacity as a Navigator or IPA you must terminate your Producer License, sever your appointments with insurance carriers, attain an Exchange Enrollment Facilitator license from the DOI, and take the NVHL certified training.

Q: If we have an opportunity, mid-way during the grant period, to bring on another certified IPA, would the grant accommodate that?

A: You will be given the amount of FTE's your agency has been awarded at the beginning of the award. Should your agency need to add more FTE's to your staff for NVHL purposes you must receive written approval from the Exchange in advance before hiring any staff for NVHL purposes.

Q: Will there be additional funding on the implementation of technologies (ex. video conferencing platforms, digital signature software) to ensure distancing?

A: No, there will not be additional funding provided to ensure social distancing.

Q: **Can we submit a 2020 Audited Financial Statement? 2021 Financial Statement is still currently being audited.**

A: Please submit the most recent Financial Audited Statement available. If awarded, please submit a copy of any newer Financial Audited Statements to the Exchange.

Q: **Do we have to have the EEFs prior to applying for the grant?**

A: No, you can hire for the EEF position once you have been awarded and the grant period has commenced. **If the entity ceases to have EEF certified individuals on staff, all Navigator/IPA operations and funding must cease;** Please see EEF Pending Licensure for payment request