

Housing Opportunities for Persons with AIDS (HOPWA)
Request for Application (RFA) For Fresno County Only
Questions and Answers
July 23, 2013

The California Department of Public Health (CDPH), Center for Infectious Diseases, Office of AIDS (OA), is responding to questions that are relevant to this application process.

Question	Answer
<p>1. The Housing and Urban Development (HUD) HOPWA Rental Assistance Guidebook identifies three rental assistance models – tenant based rental assistance (TBRA), project based rental assistance, and master leasing. Is this RFA specific to TBRA or can an applicant choose one of the other models?</p>	<p>RFA 12-10480 is specific to the tenant based rental assistance model. No other rental assistance model will be considered under this RFA.</p>
<p>2. Is the Authorization to Bind Corporation Resolution discussed in the RFA a form provided by CDPH or one that is created by the applicant?</p>	<p>The Authorization to Bind Corporation Resolution is a letter or resolution that authorizes the organization to submit an application and enter into a contract with CDPH. It may also designate the authorized person or persons to sign the application, subsequent contracts, and invoices. CDPH does not provide a form. Below is sample language that a nonprofit organization may use.</p> <p style="text-align: center;">AUTHORIZATION TO BIND CORPORATION (non-profit organizations only) SAMPLE LANGUAGE</p> <p>Authorization to Bind Corporation letters should be written on the organization’s letterhead and contain the following language:</p> <p>“The Board of Directors of the [insert <i>Corporation Name</i>] in a duly executed meeting held [insert Date] and where a quorum was present resolved to authorize [insert Name and Title] to sign and negotiate the HOPWA Request for Application 12-10480 and any cooperative agreement that may result.</p> <p>In addition, we authorize the following person(s) to sign invoices: [Names and Titles as appropriate].</p>

	<p>The undersigned hereby affirms that the statements contained in this application are true and complete to the best of the applicant's knowledge and accepts as a condition of Funding Award/Cooperative Agreement, the obligation to comply with the applicable state and federal requirements, policies, standards, and regulations. The undersigned recognized that this is a public document and open to public inspections.”</p> <p>[Typed Name of Board Chairperson, Signature, and Date]</p>
<p>3. What is the nature of ARIES – online application or software for purchase?</p>	<p>ARIES is a centralized web-based HIV/AIDS client management system that allows for coordination of client services among medical care, treatment, and support providers and provides comprehensive data for program reporting and monitoring. CDPH is the administrator of the ARIES Project and requires that its Ryan White Part B and HOPWA providers use ARIES. As a HOPWA contractor with CDPH, there is no fee to use ARIES and user access is established once an organization is under contract with CDPH.</p> <p>The system requirements to use ARIES are: (1) IBM-compatible computer with (2) an operating system of Windows 2000, XP, Vista or higher, and (3) Internet Explorer (IE) 7, 8, 9, or 10, and (4) an internet connection through a 56k modem, DSL, cable, or satellite.</p>