

Procurement Summary

Basic Information

Procurement Title:	Maximizing Access to Federal Disability Benefits Program
Agency:	Human Resources Administration
Program Name:	Customized Assistance Services (CAS)
Agency Email Contact (for public):	accoprocurements@hra.nyc.gov

The Maximizing Access to Federal Disability Benefits Program (the Project) is part of an enhancement of New York City Human Resources Administration's (HRA) Customized Assistance Services (CAS) program. CAS is a highly specialized division that helps HRA clients with health and/or mental health or substance use challenges reach their highest attainable level of functioning and self-sufficiency by providing comprehensive, integrated, individualized clinical and support services. The Project consists of two program components: the Appeals Council Review and Federal Court Services (ACRS) and the Home-based Application Support Services (HASS).

HRA is seeking up to ten (10) qualified Service providers with experience and expertise to providers. Each component will have up to five providers to ensure that clients in each of the five boroughs are adequately served. Proposers may propose to either or both. A separate and complete proposal should be submitted for each competition proposed.

Procurement Description: Appeals Council Review and Federal Court Services (ACRS) providers will be responsible for:

- Review Federal disability application history
- Assess the client's clinical and other documentation to determine if ACR process should proceed
- File necessary ACR documents
- Follow-up on case while in ACR process, up to and including representing client, if necessary
- Review cases denied at ACR level for possible filing with Federal Court and represent client through the federal process until final disposition.

Home-based Application Support Services (HASS) providers will be responsible for:

- Interview client in his or her home
- Assist client in obtaining necessary documentation to file initial Federal disability application or supplement an existing application
- Electronically file SSA application with client at client's home
- With client's consent, act as the Authorized Representative during the application process

Concept Report Link: http://www.nyc.gov/html/hra/downloads/pdf/contracts/concept_papers/2015/mar_2015/Maximizing_Access_Federal_Disability_Benefits_Program.pdf

HHS Accelerator Service
Applications Required:

To receive this RFP in the HHS Accelerator system, you must have an approved Service Application for **at least one** of the following:

- Legal Services
- Entitlement Assistance