

VENDOR QUESTIONS AND ANSWERS
R-1011-06-8023
OHIO FATHERHOOD INITIATIVE GRANT
TRAINING AND TECHNICAL ASSISTANCE SERVICES
Q & A period: July 31, 2009 – August 17, 2009

Final Question and Answer Document

July 30, 2009

rdbrandy@fuse.net

Q1. What is the expected number of grants to be issued?

A1. \$900,000 is available for this program. No specific grant will exceed \$100,000 per fiscal year. See RFGA, section 1.4.

July 31, 2009

N. Kelly Lynch, MSW, LISW, LICDC
Executive Director
Guernsey County Children Services

Q2. Is it possible for a county agency such as Children Service to apply for this funding? We have no 501c3 status but are a community agency and are non-profit.

A2. Proposals must be submitted by either a government entity (Section 1.1) or a private non-profit organization. See RFGA, section 2.1 A. Mandatory /Applicant Qualifications section.

July 31, 2009

Debbie Kempers
CSEA Adm.
Columbiana County CSEA

Q3. I have a question about the RFGA for funding to promote fatherhood initiatives. Requirements indicate that Ohio nonprofit 501(c)(3) faith and community-based organization may submit grant proposals. My question is whether or not a county DJFS is considered a non-profit community based organization? We are a triple combined agency which includes DJFS, Child Support and Children services. Our Child Support Division may be interested in learning more about the grant opportunity but we are not sure if we would meet the requirement.

A3. Proposals must be submitted by either a government entity (Section 1.1) or a private non-profit organization. See RFGA, section 2.1, A. Mandatory/Applicant Qualifications section.

August 3, 2009

Michael Garcia
Director of Development
May Dugan Center
4115 Bridge Avenue
Cleveland, Ohio 44113

Q4. Is the Columbus training location the only location? Will a training occur in Cleveland?

A4. The only bidders'/applicant conference was held in Columbus. See RFGA, Section 1.8 (B).

August 3, 2009

**Ron Bogle
Elizabeth New Life**

Q5. For the Fatherhood RFP, is \$100,000 per year the maximum you can request?

A5. Yes. See RFGA, Section 1.4.

August 4, 2009

**Sue Giga
Greene County Family & Children First
158 E. Main Street
Xenia, Ohio 45385**

Q6. Are government/public entities eligible to apply? For example, Boards of Commissioners?

A6. Proposals must be submitted by either a government entity (Section 1.1) or a private non-profit organization. See RFGA, section 2.1, A. Mandatory/Applicant Qualification section.

August 5, 2009

**Remel Moore
Stark County Community Action Agency**

Q7. Are proposals that demonstrate linkages in two or more counties (but not all) within a region eligible to apply?

A7. Yes. An organization may serve a smaller number of counties but they still must identify regions served and meet all other eligibility requirements. See RFGA, section 1.5 B.

Q8. Is a lead agency, having partnerships within a single county only, permitted to apply?

A8. Yes. An applicant may serve one county, but they still must identify regions served and meet all other eligibility requirements. See RFGA, section 1.5 B.

**Maxine C. Greene
Director of Resource Development
Murtis Taylor Human Services System
13422 Kinsman Road
Cleveland, Ohio 44120**

Q9. Will the presentation material (PowerPoint?) and questions & answers from the Pre-Bid Information Conference on Monday August 10, 2009 at 10:00AM to 12:00PM at ODJFS Air Center be posted to a website and/or archived? I am located in Cleveland and traveling to Columbus just 3 days later and wished to inquire about this additional tech session opportunity.

A9. Yes, a transcript of the bidders conference will be posted online at the close of the question and answer period. See RFGA, section 1.8 B.

Peggy Seboldt, LISW
Director of Social Services, Dayton
Catholic Social Services of the Miami Valley

Q10. Under Section 1.5 Overview of the Project section A. Collaborative Structures and Organizational Partnerships page number 5 – the RFGA describes regional partnership including a child advocacy agency – could you describe what types of organization(s) would be considered a child advocacy agency?

A10. A 501c3 non- profit organization or a government agency. See RFGA, section 2.1.

Emily K. Speer
Development Office
The MetroHealth System
2500 MetroHealth Drive
Cleveland, Ohio 44109

Q11. Do you need to register in advance for Applicant Conference, or is it an open forum?

A11. It is an open forum. No registration is required.

August 7, 2009

A. Lynn Tucker-Roberts
Director of Child Development
HHWP Community Action Commission
122 Jefferson St.
Findlay, Ohio 45839

Q12. 1.4 Background – The grant application indicated that a project award would not exceed \$100,000. Does this mean that this amount would be awarded for any one “region” as opposed to a county?

A12. The award amount is per project and not per region. See RFGA, section 1.4.

Q13. 1.10 Communication – would like more clarity on how to go about a Public Records Request? Are there listings somewhere to know who information can be requested from?

A13. Public records request concerning this program may be filed with ODJFS, Office of Legal Services. See RFGA, section 1.10 (5).

Q14. Is there away through this process to communicate to those entities applying for the grant of those who are interested in partnering throughout the various regions/counties?

A14. A list of attendees to the bidders conference has been made available on the website under the RFGA link. Any other information concerning any applicants has to be submitted through a public records request. See RFGA, section 1.10.

August 10, 2009

**Cheryl smith, Director
Collaboration Station**

- Q15. Pg. 4., Section I, 1.1 Purpose – Will previous recipients of a fatherhood program grant from ODJFS in the previous year be considered “stronger” and more likely to be funded or will all proposals be considered on their own merit?
- A15. No. This is an entirely new procurement.
- Q16. Pg. 6., Section I, 1.5 Overview of the Project, part B – Must the project provide services within all counties in its geographic Region in order to be considered for funding? Is the proposal considered to be “stronger” in terms of partnership if it addresses all the counties in its geographic Region?
- A16. An organization may serve a smaller number of counties but they still must identify regions served and meet all other eligibility requirements. See RFGA, section 1.5 B.

August 11, 2009

Mary Williams

- Q17. Are universities eligible to apply for these funds?
- A17. A 501c3 non- profit organization or a government agency. See RFGA, section 2.1.

**Kerrie L. Carte
Development Specialist
WSOS Community Action Commission, Inc.
109 S. Front St., P.O. Box 590
Fremont, Ohio 43420**

- Q18. Per the Bidders Conference – Applicants were to include Attachment D 0 ODJFS Model Contract with their Proposal to assist in expediting the contract if awarded funds under this RFGA. However, there I no signature page within the document posted on the website. Please post the signature page if we are to include it. If not, please advise as to what it is you would like the bidders to fill in.
- A18. This was an error during the bidders conference, the actual grant agreement will be sent if your organization is selected to receive a grant.

August 12, 2009

**Kerrie L. Carte
Development Specialist
WSOS Community Action Commission, Inc.
109 S. Front St., P.O. Box 590
Fremont, Ohio 43420**

- Q19. Reading the Budget Form Attachment F – The Employee page only allows up to a 12 month period on the budget form. Are we also suppose to send a budget overall for the 18 to 20 month period?
- A19. A separate budget for each year and an overall budget.

August 13, 2009

**Erica L. King, Planning Administrator
Cincinnati-Hamilton County Community Action Agency (CAA)
Head Start
1740 Langdon Farm Road
Cincinnati, Ohio 45237**

- Q20. Page 8, Section B., Project Target Population:
For the first group in paragraph 1, could you further define “young” men in terms of age range? Also, is this description calling for men who are not yet fathers by referencing “at risk of becoming premature father”?
- A20. Define your age range in your proposal. See RFGA, section 1.6 B.
- Q21. Page 8, Section B., Project Target Population:
What is the difference between criteria 6 and 11?
- A21. Number 6 is implying a period of absence and Number 11 implies there is still some form of involvement.
- Q22. Page 17, Section 3.1 Scope of Work:
In the 2nd bullet on this page, it indicates that program plans must, at a minimum, include how the program will achieve all six of these areas? They all seem to correlate to one or more of the sample objectives on page 7, as well as the descriptions of target population on page 8. What if we are not proposing to address one or more of those areas, how can we address them?
- A22. Pursuant to the RFGA you must complete the requirements that are contained in section 1.5, 1.6 and 3.1.
- Q23. Page 17 – 18, Proposal Development Instructions to Applicants:

This section of 3.1 through 3.3 indicates that the information must be included in Tab 2 of proposals. However, page 23 indicates that Tab 3 should contain information on Scope of Work, Administrative Structures, and Proposed Work Plan. Which is correct, or should information in sections 3.1 through 3.3 be included in both Tabs 2 and 3?
- A23. If all Attachments except D and E, both Appendices, resumes and letters of support are completed this will give all the information needed for this RFGA. (A copy of the budget for each year should be included)
- Q24. Page 20, Proposed Submission Information:

Paragraph 3 refers to labeling the CD-ROM. How should the CD-ROM be labeled?
- A24. Name of applicant program and RFGA number.

Q25. Page 21, Outline of how technical proposal should be organized:

Where do we put the signature page of the Sample Contract, letters of support, and resume?

A25. If all Attachments except D and E, both Appendices, resumes and letters of support are completed this will give all the information needed for this RFGA (A copy of the budget for each year should be included)

Q26. Page 21, Outline of how technical proposal should be organized:

Guidance for what goes in Tab3 on page 21 and on page 23 doesn't seem to match. Can you clarify how Tab 3 should be organized and include headings and sub-headings we should use?

A26. If all Attachments except D and E, both Appendices, resumes and letters of support are completed this will give all the information needed for this RFGA (A copy of the budget for each year should be included)

Q27. Page 21, Outline of how technical proposal should be organized:

The RFGA indicates that all pages beyond Tab 1 should be sequentially numbered. Can we get Attachments A & D, and both Appendices in a writable version of software so we can include the page numbers? Do we need to number the letters of support and resumes?

A27. If all Attachments except D and E, both Appendices, resumes and letters of support are completed this will give all the information needed for this RFGA (A copy of the budget for each year should be included)

August 14, 2009

Molly Moloney
Lighthouse Youth Services
401 E. McMillan Street
Cincinnati, Ohio 45206

Q28. Attachment D; ODJFS Model Contract does not appear to include the signature page. I thought applicants needed to submit the signed signature page with the application?

A28. This was an error during the bidders conference, the actual grant agreement will be sent if your organization is selected to receive a grant.

Judy Wood and Sue Bobson
Action for Children

Q29. Page #17; Section 3.2: Number of Participants:
Please confirm the time frame in which 250 participants must be served. Is it through June 30, 2011? Or do we need to serve 250 by June 30, 2010 and another 250 by June 30, 2011?

A29. 250 participants for the entire program.

Q30. Page #30; section 6.1.B: Phase II Review –etc.; Second Paragraph
Is the maximum number of points 1,030 or 1,026?

A30. The maximum number of points is 1,030.

Q31. Page #8; Section 1.6.B: Project Target Population
Page #16; Section 3.1: Scope of Work
Appendix A: Question 4 and 8

Please clarify the target population and participant criterion. Across the three areas cited above, there appear to be some differences. A few questions to describe our confusion:

A31. Question is unclear.

Q32. In 1.6.B, #2 refers to cohabitating fathers – What is meant by this?

A32. Fathers living with their children.

Q33. In this same section it also states that their children must be “exhibiting such high risk behaviors such as drug use, truancy, and criminal activity.” This seems to exclude fathers of young children, or fathers whose children seem to be doing well without the father’ involvement?

A33. This RFGA seeks programs that serves fathers. See RFGA, section 1.6.

Q34. Section 3.1 states that appropriate program participants must be determined by creating a criterion based on these determinants: father who have minimal interaction with children, fathers who live at , near or below the poverty line, fathers who have no custody of the children and/or the children reside in a low-income household.

A34. Question is unclear.

Q35. Appendix A includes both of these sections in Questions 4 and 8. And other sections describe yet other characteristics that could be present in the target population.

A35. You need to complete Appendix A in its entirety.

Q36. Page #5; Section 1.5.A; Collaborative Structures and Organizational Partnerships
Question #1 (paragraph 1): Please clarify what is meant by a “Child advocacy agency.” It appears that a proposal must have one as a partner in the program – is that correct” In what capacity must this agency play a role?

A1: Proposals must be submitted by either a government entity (Section 1.1) or a private non-profit organization. See RFGA, section 2.1 A. Mandatory /Applicant Qualifications section.

A36. Question #2 (paragraph 2): It states that one of the letters of support. Participation must be from a County Government Executive or county commissioner. Does this specifically tie to the first question above, or is it a separate requirement? Or are we are simply looking for someone in the county government to say they support the program proposal?

A2: If collaborating with a county government entity or agency a letter of support from that county government agency or entity needs to be included with the application.

Janet McLaughlin
Action for Children

- Q37. Page 12: RFGA 1.11 Time Frames & Funding Source:
The budget is to be prepared for the entire grant period (November 1, 2009 – June 30, 2011) not to exceed \$200,000 correct?
- A37. Yes. See RFGA, Section 1.4.
- Q38. Where on the budget document does one specify the portion of the award requested for SFY 2010 and SFY 2011?
- A38. Two budgets should be submitted. One for each year.
- Q39. Page 23: RFGA 4.2, B., 4. – The Project Budget
What is meant by the term “individual prices” for the services in Section III, Scope of Work and Specifications of Deliverables? The assumption is there is to be only budget document (Attachment F) representing the entire scope of work correct?
- A39. Budget should include the total budget as well as individual line items with descriptions of what is included in those lines. Two budgets should be submitted. One for each year.

Jo Dee Davis
Math Everywhere

- Q40. WinWin works in prisons using trained and skilled inmates as co-facilitators for programs. We also hire restored citizens (ex-offenders) who are allowed by ODRC to return to lead programs in corrections settings. Would this disqualify us? I see all employees/workers have to have a background check.
- A40. It will be determined during the evaluation process.

Patrtl2@prodigy.net

- Q41. Can the same agency send in two proposals for different aspects of fatherhood programs from one area? Can a different agency – with the same collaborators as the first agency – send in a different program and another proposal – for the same regional area?
- A41. Each proposal will be reviewed in its entirety.

August 17, 2009

Glenn Harris, AAMI Director
Columbus Urban League

- Q42. Section I: General Purpose, 1.5: Overview of the project, A:
Collaborative structures, Are partnering organizations required to be financial partners who would be expected to share some portion of the grant award?
- A42. ODJFS will enter into a grant agreement with the lead agency. The lead agency will be responsible to subcontract or sub-grant with the partnering agencies.

- Q43. Section I: General Purpose, 1.5: Overview of the project, A:
Collaborative structures, Will the grant award be expected to support programming for each of the partnering organizations?
- A43. ODJFS will enter into a grant agreement with the lead agency. The lead agency will be responsible to subcontract or sub-grant with the partnering agencies.
- Q44. Section I: General Purpose, 1.5: Overview of the project, A:
Collaborative structures, Will the grant award be expected to be used to support the development of a collaborative, in addition to supporting programmatic needs?
- A44. ODJFS will enter a grant agreement with the lead agency. The lead agency will be responsible to subcontract or sub-grant with the partnering agencies.
- Q45. Section I: General Purpose, 1.5: Overview of the project, A:
Collaborative structures: Who is considered a County Government Executive?
- A45. Agency head or County Commissioner.
- Q46. Section I: General Purpose, 1.5: Overview of the project, B:
Regional specifications. Must regional partnership include organizations from more than one county?
- A46. An organization may serve a smaller number of counties but they still must identify regions served and meet all other eligibility requirements. See RFGA, section 1.5 B.
- Q47. Section I: General Purpose, 1.5: Overview of the project, B:
Regional specifications. Are the projects expected to serve participants in more than one county?
- A47. An organization may serve a smaller number of counties but they still must identify regions served and meet all other eligibility requirements. See RFGA, section 1.5 B.
- Q48. Section I: General Purpose, 1.6: Objectives of the project, A: Defined project objectives.
Must every project include pre and post-assessments of children?
- A48. There must be pre and post assessments done with fathers and children that enroll into the program in an effort to ensure that project objectives are being met. See RFGA, section 1.6 A.
- Q49. Section III: Project Plan, 3.2: Number of participants
Is 250 the number of participants to be served through June 30, 2011, or the number to be served on an annual basis?
- A49. 250 participants for the entire program.