

Feed Ohio Summer Food Program R-89-21-8014

**BIDDERS CONFERENCE TRANSCRIPT AND
RFGA CLARIFICATION QUESTIONS AND ANSWERS**
Q & A period ended February 6, 2009
Final Question and Answer Document

NOTE: All questions asked at the January 22, 2009 Bidder's Conference are presented here, as Q1 through Q12:

Cindy Taylor
Madison County Vineyard

Q1. My reading of this is to support and/or to establish new sites. Is that one or the other or is it something that you have to begin the new site? We were an existing site in 2008.

A1. Applicants must establish at least one new SFSP site and may use funds to implement programs that support TANF Goal 3 (to prevent or reduce the incidence of out of wedlock pregnancies) at new and existing SFSP sites. (Section 1.1)

Q2. And that can be either enrolled or open site, correct?

A2. Yes, the Feed Ohio grant does not specify the type of SFSP site that is eligible for funding through this Project. For questions regarding the Summer Food Service Program please contact Mary Forster of The Ohio Department of Education at (614) 752-1460 or e-mail mary.forster@ode.state.oh.us.

Q3. I am a pastor at our church, so technically I oversee all of these things with our volunteers, and whenever I look at this I see that it says that "The program director must have worked with children in a school setting as such for three years". Now I've worked obviously with kids in our church with missions programs, things like that. Does that qualify or do I need to name as a program director one of our teachers within our fellowship that will be working with the program and would probably be actually the instructor for those classes?

A3. The answer to this question depends on whether or not you meet the requirements outlined in Section 3.2.

Each site included in the grant proposal must have a separate enrichment Program Director who has at least three years of experience working with children in a school setting, after-school program, enrichment program, or camp setting. This includes, but is not limited to, programs that are run by churches or faith-based institutions. Staff members who meet the requirements listed in Section 3.2 of the RFGA would be eligible to serve in this capacity.

Betty Goodman
Vocational Guidance Services

Q4. I wanted to ask about the age group. Would it be the same as the ODE Summer Food Services age group, because sometimes TANF ages are a bit higher?

A4. Although this is a TANF-funded grant, the same age requirements for the SFSP will apply for this program. For questions regarding SFSP age requirements, please contact Mary Forster of The Ohio Department of Education at (614) 752-1460 or e-mail mary.forster@ode.state.oh.us.

- Q5.** I know the ODE has restrictions concerning where sponsors start new programs in relation to other sponsors. If a sponsor – if there is a sponsor in your area and they do not participate in this program or can provide services of this program, can you set up a new site in that area?
- A5.** Questions regarding SFSP site requirements, SFSP site approval processes, nutrition program requirements, etc., are not the purview of either ODJFS or GOFBCI. Please contact Mary Forster of The Ohio Department of Education at (614) 752-1460 or e-mail mary.forster@ode.state.oh.us.

Cathy Levy
Hilliard Missions
Hilliard, Ohio

- Q6.** Would the cost associated with contracting with outside organizations to entertain our children or to educate them or even – it said something about not paying for bus or van rental. If it was for the kids to transport them to an activity, would that be allowable?
- A6.** The costs associated with contracting with outside organizations to deliver proven outcomes and research-based curriculum and enrichment program required by the grant are eligible for reimbursement. However, any such agreements between the awarded applicant and the outside organization would be solely between the two entities and the organization would not be considered a subcontractor through the state. Entertainment costs are not eligible expenses through this funding source and should not be included in the budget. Per Appendix A of the grant, purchase or rental of cars, trucks, buses (regardless of the purpose) is not an allowable expense. (**Section 2.1, Appendix A**)
- Q7.** The grant talks about paying for some promotions to advertise the program so that you can get more kids involved. Let's say there's three programs that are in the flier, would it be permissible to have 33 percent of the cost of the flier to be covered by this grant since one of the programs is for the school lunch?
- A7.** It depends on how this is calculated and the justification an awarded applicant can provide for the amount of money that was paid specifically from the grant versus the other funding that may have helped pay for the advertisement. When preparing their proposed project budgets, applicants should consider how they would verify the expenses they are requesting for reimbursement.
- Q8.** There was something in there about compensation rates and there are recommendations for this that are found in Appendix A or something like that. When I looked on the web, there wasn't anything on there. I was confused that her were rates for interns or compensation of staff.
- A8.** Administrative costs associated with this grant should not exceed 15% of the total project budget. Administrative costs include those costs associated with administering the program that are not related to direct service delivery (for example, accounting, reporting, contractual costs, reporting, and other solely administrative activities). These costs reflect the overall management of the grant and **are not included with the \$12,500 per site cap.**

Programmatic costs are costs associated with delivering services to the targeted population and may include the salaries of individuals performing the direct service delivery (such as program aides or enrichment program staff). (Section 5.4, C)

- Q9.** Under the restrictions it said that we have to be sure that we're not excluded from entering into a contract with ODJFS due to restrictions related to Federal Debarment list and unfair labor findings and R.C. Section 9.24. I don't know what they're referring to with R.C. Section. Revised Code of what?
- A9.** The abbreviation ORC (or R.C.) stands for the Ohio Revised Code, which documents all Ohio laws. The Federal debarment, unfair labor findings, and ORC 9.24 references in the RFGA refer to certain mandatory restrictions that prohibit state agencies such as ODJFS from entering into contracts with organizations that have violated state or federal laws. These restrictions are applied consistently by ODJFS for all its contracts and grants. Applications received from organizations prohibited through any of these restrictions from entering into a contract with a state organization will be disqualified.

The R.C. 9.24 restriction means if the Auditor of State has 'issued a finding for recovery' against an organization or person (indicating that at some time since January 1, 2001, the organization or individual has been found to owe the state some payment, repayment, or other compensation and that situation has not been resolved), that organization or individual will not be awarded a contract or grant. (The section can be viewed in its entirety at <http://codes.ohio.gov/orc/gp9.24>)

The Federal debarment list exists for generally the same purpose. Applicants can check to see if they are on the federal debarment list by searching the Federal Government's Excluded Parties List at <https://www.epls.gov/> or calling 1-866-GSA-EPLS. The State of Ohio does not operate this site.

The restriction on unfair labor practices means that ODJFS will not enter into a contract or grant with anyone on the list established by the Ohio Secretary of State, pursuant to ORC 121.23, of organizations or persons with more than one unfair labor practice contempt of court finding.

- Q10.** Our charity was – did not register as a food sponsor, we did it under another organization, I think it was Parks and Rec, and we are a food sponsor. In fact our Executive, our Director is getting the training today to be a food sponsor for 2009. We have two years of experience doing a program. But it's a strict rule, is it, that we cannot do it?
- A10.** Only non-profit organizations who were approved 2008 SFSP sponsors and are in good standing with ODE may apply for this grant opportunity. Please contact Please contact Mary Forster of The Ohio Department of Education at (614) 752-1460 or e-mail mary.forster@ode.state.oh.us if you would like to check your eligibility. (Sections 1.1 and 2.1)

Betty Goodman
Vocational Guidance Services

- Q11.** Under the budget, are indirect cost agreements allowed? I know you said 15 percent administrative TANF, but all of your costs are going to be direct costs?
- A11.** Indirect cost agreements are not allowed. Grantees will be compensated by reimbursement on a monthly basis for actual expenses incurred and will be required to submit proof of payment prior to reimbursements being issued. (Section 2.3)
- Q12.** So you would have to take the cost and the administrative cost and document that as a – basically a cost reimbursement and document those administrative costs rather than using and indirect cost?
- A12.** Yes, please see A11.

Cindy Taylor, Missions Pastor
Madison County Vineyard Church

London, Ohio

January 25, 2009 (Date of Inquiry)

- Q13.** Are expanding to at least one additional site for SFSP (and had an existing site in 2008) Is this grant ONLY open if we are starting another site? What if we're not certain at this point? I'm looking for a second sight but it isn't firm yet.
- A13.** Applicants must establish at least one new SFSP site and may use funds to implement programs that support TANF Goal 3 at new and existing SFSP sites. (Please see Section 1.1)
- Q14.** Must have a program director with three years of working with children (but what does that mean in a church setting?)
- A14.** Applicants must provide information verifying each site's enrichment Program Director has worked with children in a school, afterschool program, enrichment program or camp setting. This includes, but is not limited to, programs that are run by churches or faith-based institutions. Please see Section 3.2 of the RFGA for additional requirements for staff experience and capabilities.
- Q15.** Are we required to have two members of our staff participate in this seminar? (Program Director plus a staff member?)
- A15.** At minimum, one representative from the grantee's organization and each site's enrichment Program Director must attend the mandatory grantee orientation. (Section 2.2 B)
- Q16.** I plan to attend on Tuesday. Will there be other seminars if more than one staff member is required to participate?
- A16.** Only one bidder's conference will be held. However, awarded applicants (grantees) must ensure appropriate representatives from the grantee's organization as directed by ODE must attend all ODE trainings. One representative from the grantee's organization and each site enrichment Program Director must attend the mandatory grantee orientation. (Section 2.2 B)

Marilyn Henderson

City of Cleveland

Cleveland, Ohio

January 26, 2009 (Date of Inquiry)

- Q17.** The City of Cleveland has been a sponsor of the SFSP for over 20 years, we anticipate recruiting additional sites. Are we eligible since we are a government entity?
- A17.** No, this grant opportunity is only open to non-profit organizations that were approved 2008 Ohio Department of Education (ODE) Summer Food Service Program (SFSP) sponsors and meet the requirements of the RFGA. (Section 1.1)

Heidi M. Ignatious, Administrative Assistant

The Hiram House

January 26, 2009 (Date of Inquiry)

Q18. We participate in the Summer Food Service Program, but only operate for 7 weeks. Is it possible for us to apply for the grant?

A18. No. Sites must operate for a minimum of 8 weeks to qualify for funding through this Project. (Sections 1.1 and 2.2)

If you are interested in participating in the SFSP program outside of this grant opportunity, please contact Mary Forster of The Ohio Department of Education at (614) 752-1460 or e-mail mary.forster@ode.state.oh.us.

Cathy Levy, Volunteer
Hilliard Missions
Upper Arlington Lutheran Church
January 27, 2009(Date of Inquiry)

Q19. Could an exception be made where we could apply for this grant this year, since we have 2 years of experience running a summer lunch program, and are becoming a Food Sponsor in 2009?

A19. We are unable to make exceptions to the grant terms. Per the RFGA, this grant opportunity is only open to non-profit organizations that were approved SFSP sponsors in 2008 and are in good standing with the Ohio Department of Education. (Sections 1.1 and 2.1).

If you would like more information on becoming a Summer Food Service Sponsor, or would like information on SFSP sponsors in your area, please contact Mary Forster of The Ohio Department of Education at (614) 752-1460 or e-mail mary.forster@ode.state.oh.us.

Marilyn Henderson
City of Cleveland
Cleveland, Ohio
January 27, 2009 (Date of Inquiry)

Q20. In preparation of the grant application would the sponsor have know the exact number/which sites they anticipate adding?

A20. Yes. In order to determine the Project budget and demonstrate capacity to successfully complete the project deliverables and terms of the RFGA, grantees must specifically identify the sites and all relevant information. In addition, applicants must explain in writing the need for an SFSP site at their proposed locations. (Section 5.1)

Q21. Can an entity receive the administrative monies from ODE and this grant?

A21. Yes, however, grantees may not request reimbursement from both funding sources for the same charges, per the funding structure for the Feed Ohio grant.

Information on specific requirements regarding ODE's requirements and guidelines for SFSP sponsors, please contact Mary Forster of The Ohio Department of Education at (614) 752-1460 or e-mail mary.forster@ode.state.oh.us.

Q22. Would the grant recipient have to execute sub-recipient agreements with the newly added sites? Or if any of the funds were spent on the entire operation, (returning sites from 2008) would there have to be agreements with every site?

A22. Awarded applicants must perform all the services and provide funds for the establishment of the new sites. Each grantee **MUST** execute agreements with the new sites, however, such agreements will not constitute a sub-contractual relationship with the state; they will exist solely between the applicant and the other organization. As a recipient of federal funds, grantees from the state (such as the applicants selected through this RFGA to receive a grant) as well as their sub-recipients must receive the Terms and Conditions required by the funding source, so that they are all aware of the standards and requirements for which they will be held accountable.

Q23. If a new site was added during 2009, but could not become self-sufficient in 2010 would the grant recipient incur any liability? Would the sponsor have to continue funding for the 2009 site in future years?

A23. Yes, there is a potential for liability if the site cannot be operated in 2010. For example, there could be a need to return some equipment retained and not used for an allowable federally funded program, as explained in the HHS guidelines listed in the sub-grant agreement. The grants to be awarded through this project will be directly overseen and managed by GOFBCI through the contract end date (October 1, 2009).

As listed in Section 1.3 one of the goals of the Feed Ohio grant is to strengthen the infrastructure of the SFSP sponsor's proposed SFSP sites so they can become self-sustaining entities with accompanying enrichment programs after the grant period. Applicants should make every effort during the grant period to build the infrastructure of each new site so it will become self-sufficient after the grant period and remain a site in 2010. During the course of the grant period, grantees must maintain ODE certification for their SFSP sites. Overall, applicants should consider the sustainability of any possible new sites that beyond the grant period. (Section 2.1).

Tom Barnhardt, Councilman
Village of Milford Center
January 27, 2009 (Date of Inquiry)

Q24. Our village (Village of Milford Center) is thinking of starting a community garden. Wanted to know if there are any grants for this type of project?

A24. GOFBCI is not currently offering funding for starting community gardens, however, our funding opportunities newsletter provides information on a number of external grant opportunities that **MAY** include these types of projects. You can sign up for the e-newsletter at <http://gofbci.ohio.gov>.

Cindy Taylor
Madison County Vineyard
January 22, 2009
Lori Factor
January 28, 2009 (Date of Inquiry)

Q25. I just received this and wondered how a caterer or restaurant would go about getting the contracts to provide the food to the sponsors. I assume they don't cook on site, but perhaps they do.

A25. GOFBCI cannot recommend services to grantees, however, following formal announcements of the grant awards, the list of awarded applicants will be public and can be requested from:

Ohio Department of Job and Family Services, Office of Contracts & Acquisitions
30 East Broad Street, 31st Floor
Columbus, Ohio 43215-3414
ATTN: RFGA/RLB Unit

**Reneen Mincy,
Whole Again International
January 29, 2009 (Date of Inquiry)**

- Q26.** Does enrichment programming need to happen before, during or after BOTH breakfast and lunch meals? Will we be reimbursed for approved expenses at EXISTING sites from 2008?
- A26.** Applicants may choose to offer the programming during either breakfast or lunch (or both), however, the enrichment program must be free, accompany the SFSP meal, and last at least one hour. Applicants must establish at least one new SFSP site and may use funds to implement programs that support TANF Goal 3 (to prevent or reduce the incidence of out of wedlock pregnancies) at new and existing SFSP sites. (Sections 1.1, 2.1 & 2.2)
- Q27.** Can you provide an example of what you are referring to?
- A27.** Please reference the RFGA and attachments for detailed information on this grant opportunity, Please contact the Ohio Department of Education with questions regarding SFSP site requirements.
- Q28.** If we have 30 sites and each site is required to have an Enrichment Program Director, do they all have to attend the mandatory grantee orientation? If so, will we be reimbursed for the travel expense?
- A28.** At minimum, one representative from the grantee's organization and each site's enrichment Program Director must attend the mandatory grantee orientation. Travel expenses for the mandatory training will not be reimbursed. Travel costs directly related to the programmatic activities should be folded into other program budget items as appropriate for the project, and **may not** be listed separately. Administrative transportation expenses (*i.e.*, travel to SFSP sites and organizational meetings) **are not allowable** (see Section 5.4C).
- Q29.** The increase in the number of children receiving SFSP meals and participating in the enrichment program is to be based on what criteria (Opening day versus closing day, last year versus this year, etc.)?
- A29.** Awarded applicants will be required to provide a weekly, monthly and end-of-summer report for the enrichment program session week using the template provided by GOFBCI for reporting and monitoring program performance. This report will help GOFBCI determine the impact of this grant on SFSP participation. Please see Section 2.2 for detailed information regarding the reports.
- Grantees operating existing sites will be required to provide reports with information comparing participation in the SFSP from previous years to the current grant period. Specific information on how grantees will report this information will be provided to awarded applicants at the grantee orientation.
- Q30.** If payment is delayed due to a problem or issue that is solely the fault of ODJFS or GOFBCI, will we be reimbursed for carrying charges on our line of credit?
- A30.** No. Indirect costs associated with any line of credit are not allowable expenses through this program.

All invoices are subject to examination and nonpayment if expenses do not fill the specific needs of the project and/or fit into the agreed budget. In addition, payment will not be authorized without an accompanying monthly or year-end report. GOFBCI retains the right to hold invoices until the receipt of monthly and/or year-end reports and acceptable documentation that substantiate the request for reimbursement. (Sections 2.2 & 2.3)

- Q31.** Is it acceptable to have one Enrichment Program Director that will train and oversee the enrichment programming supervisors at all sites?
- A31.** **No**, applicants must identify and assign for each proposed site a separate enrichment Program Director that meets the requirements listed in the RFGA. (Section 3.2)
- Q32.** Will we be reimbursed for travel to the mandatory training in Columbus, Ohio?
- A32.** Travel costs associated with attending the mandatory training may not be billed for, nor will they be reimbursed as a separate expense.

Applicants are to only show expenses directly related to the proposal project (travel not to be included) on the Project budget. Travel costs directly related to the programmatic activities should be folded into other program budget items as appropriate for the project, and **may not** be listed separately. Administrative transportation expenses (*i.e.*, travel to SFSP sites and organizational meetings) **are not allowable** (see Section 5.4C).

Ruth I. Gray, MSSA
Director, Department of Community Life
City of Bedford Heights
January 30, 2009 (Date of Inquiry)

- Q33.** The City of Bedford Heights is a sponsor for the Summer Food Service Program. We operate a open enrollment site in our recreation center. We are a tax exempt government entity. Can we apply for the grant?
- A33.** No, this grant opportunity is only open to non-profit organizations who were approved 2008 Ohio Department of Education (ODE) Summer Food Service Program (SFSP) sponsors and who meet the requirements of the RFGA. (Section 1.1)

Luke Briningstool
Recreation Coordinator
City of Steubenville
Parks and Recreation Department
February 2, 2009 (Date of Inquiry)

- Q34.** Do all employees who are Site Supervisors or Site Monitors need a minimum of an Associates Degree to manage the program at the site?
- A34.** No, only the enrichment Program Director at each site must have an Associate's degree. Support staff other than the Director must have at least six months experience working with children in a school setting, after-school program or camp setting. Please see Section 3.2 of the RFGA for additional requirements for staff experience and capabilities.
- Q35.** What items are you specifically looking for on Tab #3 Scope of Work and Specifications of Deliverables?

A35. We are looking for the detailed information on how your project would address each of the items in Section II (2.1 and 2.2) of the RFGA. For example, within your proposal **Tab 3**, in response to item **2.1, A.**, applicants are to describe the details on how they propose to operate, operate sites in areas with demonstrated need, operate with the certification from ODE. For this you might describe the need in that area, the extent of the need, how it was identified, etc; describe the services that your project will provide; how that plan fits the demonstrated need; how your project would be structured and managed in accordance state, federal, and ODE guidelines; acknowledge the requirements that your project be in operation for at least the entire eight-week period; and affirm that you have the ODE certification and will maintain it for the entire grant period.

Within Section II, there are some items which would not require any extensive description: **item 2.1, E.** for example. But even for 2.1, E., your proposal is to indicate that your organization acknowledges the requirement that you will attend all mandatory trainings, according to instructions from GOFBCI.

The technical score proposal sheet, Section 3.3 and Section 4 of the RFGA also provide information on preparing the proposal. Please review the RFGA in its entirety regarding the necessary components of the proposal.

**Reneen Mincy,
Whole Again International
February 2, 2009 (Date of Inquiry)**

Q36. Should the meal time and enrichment programming last one and one half hour (1 ½) or one (1) hour as stated in the RFGA on page 7, SECTION 2 Scope of Work and Deliverables, 2.2 Specifications of Deliverables Item C?

A36. The enrichment program should last at least one hour and may be held before, during or after the SFSP meal. (Sections 1.1 & 2.2)

**Marilyn Henderson
City of Cleveland
Cleveland, Ohio
February 3, 2009 (Date of Inquiry)**

Q37. When will the question and answer page be complete?

A37. The anticipated date for the Q&A document to be posted is February 11, 2009. (Section 4.2)

**Cheryl Denny
WSOS Community Action Commission, Inc
Fremont, Ohio
February 5, 2009 (Date of Inquiry)**

Q38. Can a project operate for four weeks in one location and four weeks at another site for a total of eight weeks?

A28. No. **Each** site must operate for a minimum of eight weeks to qualify for funding through this Project. (Sections 1.1, 2.1 & 2.2)

Q39. How many days a week does the program need to operate?

A39. Questions regarding SFSP site requirements, SFSP site approval processes, nutrition program requirements, etc., are not the purview of either ODJFS or GOFBCI; all questions related to such matters must be directed to the Ohio Department of Education.

Q40. Can you provide a list of research-based curriculum that is approved by your office for this program?

A40. GOFBCI cannot recommend curriculum. The enrichment program must be based on a proven outcomes-based and research-based curriculum and contribute to the participant's self-esteem, self-awareness and leadership development and meet the requirements of the RFGA. (Sections 2.1 & 2.2)

Q41. TANF funding typically requires enrollment and income documentation verifying eligibility. Is this a requirement for this program? If so, what is the income guidelines established for the program (200%)?

A41. This project supports TANF Goal 3 and per the U.S. Department of Health and Human Services, services provided under this goal may be provided to needy and non-needy individuals.

There may be specific eligibility requirements for the SFSP meal. Questions regarding SFSP site requirements, SFSP site approval processes, nutrition program requirements, etc., are not the purview of either ODJFS or GOFBCI; all questions related to such matters must be directed to the Ohio Department of Education.

Dennis L. Harris
National Youth Sports Program Project
Cleveland, Ohio
February 5, 2009 (Date of Inquiry)

Q42. Is the 8 week requirement mandatory for this grant? Our program runs for 5 weeks, but accomplishes all of the goals this grant is seeking.

A42. Please see A6.

Q43. What types of expenses are allowable under this category? Please provide several examples.

A43. Feed Ohio funds will reimburse grantees for costs associated with establishing or strengthening the infrastructure of SFSP sites, costs associated with the programming & marketing of SFSP sites and/or costs associated with strengthening the programming and marketing of SFSP sites to increase the number of children served. (Section 1.1) Please see Section IX of the RFGA for a list of acceptable and unacceptable infrastructure costs.

Q44. If specified expenses are typically reimbursable under one category, can they be allocated under other categories when appropriate? For example the Accountant prepares a brochure for outreach. Although accounting is generally an Administrative expense, in this instance it is a marketing function being performed and appropriately classifiable a marketing expense.

A44. Expenses may be split among relevant categories; however, GOFBCI will make the final decision on the applicability of allowable expenses to several categories. Based on your example, it would be acceptable to bill the hours for preparation of the marketing brochure as a marketing expense.

- Q45.** Are we required to submit separate Project Budget Forms per site?
- A45.** Yes, separate Project Budget forms are required in addition to the overall Project Budget form to ensure sites do not exceed the \$12,500 per site budget cap. If per site costs in excess of \$12,500.00 are requested, applicants must include a detailed justification for such costs along with the Project Budget Form in order to be considered. (Section 1.1)
- Q46.** Is a credit card receipt acceptable documentation for payment of an expense?
- A46.** Yes, however grantees may be required to provide documentation showing the credit card bill has been paid prior to reimbursement. These will be reimbursement-based grants, and therefore all expenses must be appropriate and allowable, and must be incurred and paid prior to submission of invoices for them to ODJFS.
- Q47.** What is the allowable and acceptable way to incur costs and submit requests for reimbursement of those costs of attending the training?
- A47.** Travel costs associated with attending the mandatory training can not be billed for, nor will they be reimbursed as a separate expense.
- Q48.** Is it necessary to have a key objective statement for existing/old sites from 2008?
- A48.** Yes. Applicants must state the key objectives for each proposed site, specifying how the proposed project will address the objectives (Section 5.1).

Cheryl Denny
WSOS Community Action Commission, Inc.
Fremont, Ohio
February 5, 2009 (Date of Inquiry)

- Q49.** Budget forms, (pg 2) is missing a line for Category 7 Other expenses. Category 7 Other expenses is described on page 4 in the budget section. Where should other expenses be listed on the budget form?
- A49.** Category 7 is missing from the budget form. Applicants who wish to include Category 7 expenses in their project budgets should provide a separate, detailed budget narrative for those expenses in addition to the required form.
- Q50.** The last sentence references Appendix A of the RFGA as a site application. When I downloaded Appendix A from the ODJFS website, it appears to be monthly reports. Could you please clarify where the site application can be found and what it is labeled?
- A50.** This is an error. The Ohio SFSP Site Application is not available, nor should an older version be included with the Proposal.

Casey Gayer
Grant Research Analyst
February 6, 2009 (Date of Inquiry)

- Q51.** Are units of local governments or schools eligible for this program?

A51. Please see A5.

THE FOLLOWING PORTION OF THIS DOCUMENT IS A TRANSCRIPT FROM THE JANUARY 22, 2009 BIDDER'S CONFERENCE FOR THIS PROJECT. THE RFGA CLARIFICATION QUESTIONS POSED DURING THAT CONFERENCE ARE ALSO EXTRACTED AND PRESENTED WITH THEIR FORMAL, FINAL ANSWERS AS QUESTIONS 1 THROUGH 12 IN THE PREVIOUS SECTION OF THIS Q&A DOCUMENT.

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1 GOVERNOR'S OFFICE OF FAITH-BASED
2 AND COMMUNITY INITIATIVES
3 BIDDER'S CONFERENCE

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9 January 22, 2009

10 OCOSH Training Center

11 13430 Yarmouth Road

12 Pickerington, Ohio 43147

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21 HOLMES REPORTING & VIDEO
22 982 Havensport Drive
23 Cincinnati, Ohio 45240
(513) 342-2088
(513) 342-1820 FAX

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1 APPEARANCES

2 Shandell Jamal - Governor's Office

3 Shannon Teague - Director of Ohio Benefit Bank

4 Nicole Holder - Office of Contracts & Acquisitions

5

6 Bernard Houston - Director of Office of
Contracts & Acquisitions

7

8 PUBLIC GUESTS ORGANIZATION

9 Cindy Taylor Madison County Vineyard

10 Cathy Levy Hilliard Missions

11 Lynn Maistros Childrens Hunger Alliance

12 Betty Goodman Vocational Guidance Services

13 Kay Garland Grace Apostolic Church

14 Debbie Nerderman YMCA of Greater Dayton

15 Ann Marie Williams YMCA of Greater Dayton

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1 PROCEEDINGS

2 MS. SHANDELL JAMAL: My name is
3 Shandell Jamal and I am the Project Manager with
4 the Governor's Office of Faith-Based and Community
5 Initiatives.

6 I'm joined here today by several
7 colleagues. We have Shannon Teague who is the
8 Director of the Ohio Benefit Bank, which is a
9 web-enabled counselor assisted program that allows
10 people that to have to access to government
11 benefits.

12 I'm also joined here by Nicole
13 Holder, who works with both our office and the
14 Office of Contracts and Acquisitions as our
15 contracts liaison. And then we have Bernard
16 Houston, who is the Director of the Office of
17 Contracts and Acquisitions. So they'll be
18 assisting today with the Bidder's Conference.

19 And just so we have an idea of who's
20 in the room, if you wouldn't mind just briefly
21 stating your and what organization you're
22 representing before get started.

23 CINDY TAYLOR: I'm Cindy Taylor, I'm
24 with Madison County Vineyard.

25 CATHY LEVY: I'm Cathy Levy, I'm

1 with Hilliard Missions, part of Upper Arlington
2 Lutheran Church.

3 LYNN MAISTROS: Lynn Maistros, I'm
4 with Childrens Hunger Alliance.

5 BETTY GOODMAN: Betty Goodman with
6 Vocational Guidance Services.

7 KAY GARLAND: I'm Kay Garland, I'm
8 representing my husband Steve Garland, who is the
9 Program Director for the -- Hardy Center, Ohio
10 Youth Program for summer.

11 MS. SHANDELL JAMAL: Well, welcome.
12 Thank you all -- thank all of you for braving the
13 weather and coming out today.

14 One of the things I want to start
15 with is just an overview of the project, how we
16 came up with this grant, and then we'll get more
17 into the details of the project.

18 In Ohio we face many challenges, and
19 one of those is the number of children that are
20 experiencing hunger and food insecurity. The
21 latest statistics show that only 16.6 percent of
22 children who are eligible for free and reduced
23 meals also receive meals during the summer program,
24 during the summer months, through the Summer Food
25 Service Program.

1 Our goal is to reduce those barriers
2 and to establish new sites that are more accessible
3 to individuals in the community, and also have a
4 programmatic aspect that results in social academic
5 and cultural learning opportunities.

6 Thus, we came up with the Feed Ohio
7 Summer Food Service Support Grant. This grant is
8 not directly affiliated with the Summer Food
9 Service Program, which is operated through the U.S.
10 Department of Agriculture, and in Ohio, operated
11 through the Department of Education. Our grant is
12 solely to support the infrastructure of new sites,
13 as well as the programming available at new and
14 current and existing sites.

15 So for this grant, one of the things
16 that we are requiring is that the entities that
17 apply be eligible and approved 2008 Summer Food
18 Service Program sponsors.

19 You'll find this information in the
20 RFGA in Section I under Purpose. The reason we are
21 doing that is because there are a number of
22 barriers and time associated with setting up these
23 sites -- getting equipment and other things. So we
24 really wanted to have organizations that had
25 already done this before and to support their

1 current efforts.

2 Does everyone have a copy of the
3 RFGA? Okay. I'll start with Section I under
4 Purpose. This is just a brief overview of the
5 information I shared with you regarding the
6 necessity for this program and why we came up with
7 the Feed Ohio project.

8 This is the second time we are
9 offering this grant opportunity. The first time we
10 were able to partner with eight organizations, and
11 within eight weeks those eight organizations were
12 able to provide 52,677 summer food service meals,
13 and offer enrichment program to 1,240 children.
14 This year we are hoping to expand the number of
15 sites, the number of meals that are able to be
16 served through these sites, as well as the number
17 of children that receive the enrichment
18 programming.

19 Section 1.2 also goes into some of
20 the background. And I'll skip over to Section 1.3,
21 which are the Project Objectives.

22 This is a TANF funded project. TANF
23 stands for Temporary Assistance for Needing
24 Families. Thus because of that, we have to focus
25 on one of the goals of TANF. The goal associated

1 with this particular project is to reduce or
2 prevent the incidence of out-of-wedlock
3 pregnancies. We hope to do that by encouraging you
4 and requiring you to offer programming around the
5 Summer Food Service Meal that focuses on the
6 academic, cultural, and learning opportunities for
7 these youth, and to better prepare them for the
8 academic year.

9 This ties directly with TANF Goal 3,
10 because research has shown that children who have a
11 better -- who are able to achieve academically and
12 are better prepared for the school year, are also
13 less likely to engage in high-risk activity, such
14 as unprotected sex, or any sort of contact that can
15 result in an unplanned pregnancy or an
16 out-of-wedlock pregnancy.

17 So some of the general objectives of
18 the grant. As I mentioned, TANF Goal 3 under A,
19 that is to prevent and reduce the incidence of
20 out-of-wedlock pregnancies.

21 2, To increase the number of
22 eligible children who utilize the Summer Food
23 Service Program in Ohio and provide reports to
24 track attendance at sites.

25 To develop and support Summer Food

1 Service sites through the State of Ohio as
2 determined by the MR-81 data available from the
3 Ohio Department of Education.

4 And to improve sponsor and site
5 sustainability by defraying initial site
6 infrastructure costs.

7 The time frames associated with this
8 grant opportunity, and in just a moment, I'll go
9 into more of the details of this grant.

10 The grant application as you see in
11 Section 4.1, the grant application is due at 3:00
12 p.m., on February 23rd. You must send the grant
13 application to the address listed. Any grant
14 applications received by another office or by the
15 Governor's Office will not be considered and will
16 not be accepted.

17 So, all of you are here today
18 because you are interested in applying for this
19 grant opportunity. As I mentioned, you must be an
20 approved 2008 Summer Food Service sponsor. If you
21 are unsure of whether or not you were a sponsor in
22 2008, you can directly contact the Ohio Department
23 of Education, or you can go on line to
24 JFS.Ohio.Gov/RFP and there is a list of those
25 approved sponsors. If you are not -- if you were

1 not an approved 2008 sponsor, you are -- you may
2 still attend and still participate in this Bidder's
3 Conference, however, we strongly suggest that you
4 connect with an approved sponsor in your area to
5 discuss possible collaboration opportunities on
6 this grant. The grant applicant must be approved
7 by the ODE to operate the Summer Food Service
8 Program in the Summer of 2009 (sic.)

9 So, if you go to Section 2.1, that's
10 located on Page 6. I'll go through the Scope of
11 Work and deliverables of the project.

12 The first deliverable, grantees will
13 be required to -- to sustain is to develop and run
14 USDA Summer Food Summer sites in areas throughout
15 Ohio with a demonstrated need. And you must
16 operate those sites for a minimum of eight weeks.
17 And you must also maintain and retain ODE
18 certification for your current and existing sites.

19 You must also document a change in
20 behavior and other supplemental data among
21 participants that demonstrate the success of the
22 curriculum and program activity in accordance with
23 TANF Goal 3.

24 You must also work with the Ohio
25 Department of Education during the spring and

1 summer of 2009 to obtain site approval and
2 certification for each site.

3 You're also required to strengthen
4 the infrastructure of your proposed sites so they
5 can become self-sustaining entities past the grant
6 period. Appendix A of the RFGA lists acceptable
7 infrastructure costs for this grant. Please pay
8 attention to that. Appendix A does note that food
9 is not an eligible cost for this grant, therefore
10 you cannot provide food. Food is to be provided
11 through the Summer Food Service Program through the
12 U.S. Department of Agriculture and the Ohio
13 Department of Education.

14 You must also attend all the
15 mandatory trainings during the spring and summer of
16 2009 as instructed by the Governor's Office of
17 Faith-Based and Community Initiatives.

18 You must implement a proven outcomes
19 and research-based curriculum and execute an
20 enrichment program, which at minimum must feature
21 activities that support TANF Goal 3 and are focused
22 on self-esteem development, self-awareness and
23 leadership development to accompany the SFSP meal.

24 You must create and implement
25 marketing strategies throughout the spring of 2009

1 in order to publicize the SFSP sites and
2 accompanying enrichment programs within the
3 community. This will promote site attendance and
4 allow community awareness of each site.

5 You must also develop relationships
6 with local schools in order to pinpoint effective
7 ways to inform eligible children and their parents
8 about the SFSP sites and enrichment programs in
9 their community.

10 You must also complete reports, as
11 instructed by the Governor's Office of Faith-Based
12 and Community Initiatives, that will track the
13 number of children involved in the enrichment
14 program and provide documentation reflecting the
15 impact of the activities in relation to TANF Goal
16 3. This data will help us evaluate the retention
17 benefits of your site and the accompanying
18 enrichment program.

19 You must also expect and be prepared
20 for scheduled and unscheduled visits by the
21 Governor's Office of Faith-Based and Community
22 Initiatives to any of the sites you are operating
23 through the Feed Ohio grant.

24 These are also reiterated in Section
25 2.2 under the Specifications of Deliverables, which

1 go more into how you will achieve the various
2 deliverables that you are required to achieve
3 through this grant program.

4 One of the things to note in Section
5 2.3. Grantees will be compensated by reimbursement
6 on a monthly basis for actual expenses incurred.
7 You will send a record of your expenses and proof
8 of payment for those expenses on the GOFBCI invoice
9 document by the 15th of each month.

10 Also in that section it lists the
11 acceptable documentation for proving that you paid
12 for specific items as related to your approved
13 budget.

14 I mentioned earlier some of the
15 mandatory applicant qualifications and some of the
16 things that we were looking for in grantees. You
17 will find these in Section 3 of the RFGA under
18 Applicant Qualifications.

19 You must provide -- and you'll find
20 a lot of these materials on line -- actually all of
21 them on line. You must provide the required
22 affirmative statements and certifications signed by
23 the vendor's responsible representative with your
24 grant application, in addition to all of the items
25 mentioned, both on -- in the RFGA and on the

1 Technical Score Proposal Sheet.

2 In addition to those certifications,
3 you must also state that you are not excluded from
4 contracting with ODJFS for an unresolved finding
5 for a recovery, nor that -- nor are you on the
6 Federal Debarment list or have you been found for
7 unfair labor findings.

8 There's a wealth of information in
9 Section III regarding staff experience and
10 capabilities. Anything listed in this RFGA, as you
11 must have -- this is something that is
12 non-negotiable and is a requirement of the grant.

13 So now I will ask Bernard Houston
14 with the department -- excuse me, with the Office
15 of Contracts and Acquisitions, to come up and just
16 sort of explain the proposal process and what
17 happens with the review and what you can expect
18 when applying for this grant. So Bernard.

19 BERNARD HOUSTON

20 MR. BERNARD HOUSTON: Now, Shandell
21 is gonna have to help me. Point-by-point, what do
22 I need to explain?

23 MS. SHANDELL JAMAL: Just the
24 requirements, what happens with the process once
25 they apply, any questions regarding the Q & A, the

1 on-line Q & A that we're requiring, what happens
2 once they apply, and the review process, and then
3 how they're awarded and notified of that.

4 MR. BERNARD HOUSTON: Well, I'm
5 guessing that the things you really want to know
6 is, pretty much what the timeline is from the time
7 that you have submitted your proposal until the
8 time that you actually get a response. I'm
9 guessing that's the thing everybody here wants to
10 know.

11 And to be honest with you it varies.
12 It depends on the complexity of the documents that
13 we receive, how in-depth they are, and there is a
14 little bit of a window of time that has to be
15 allocated, because of the volume of requests that
16 we get at any given point. But usually I would say
17 that a basic turnaround from the point when we get
18 and RFGA or RFP from a program area like the
19 Governor's Office, until the time that we actually
20 get an award posted, typically is about 120 days,
21 that's the typical time.

22 Now, remember now that's also time
23 for actually constructing the document that we use
24 to solicit proposals from the public, assistance
25 agencies and/or from program areas.

1 The actual process itself.
2 Internally it's a closed process. And what I mean
3 by "closed process," it's only the people who have
4 expertise in the program. Our office actually acts
5 as a facilitator. Those individuals have to score
6 unanimously on the actual proposal that they
7 review. In other words, one person can't give a 7,
8 another give a 9, another give an 8, it has to be
9 unanimous, and they'll continue to deliberate until
10 they come to a conclusion about what that scoring
11 should look like. So when an awardee is actually
12 chosen, it's a universal scoring that goes across
13 the board.

14 During the time from the period in
15 which you have submitted your proposal, to the
16 point where an award is made, our office typically
17 won't answer questions from individual requests.
18 What we will do is answer questions by way of the
19 on-line Q & A process, and the reason we do that,
20 is to make sure that everything stays aboveboard;
21 that we're being absolutely open and honest and
22 accountable to everyone in the process. So that
23 Person A for whatever agency doesn't get a "leg up"
24 on Person B. Everything is open to all the
25 recipients who are applying for the program.

1 Is that pretty much what you needed?

2 MS. SHANDELL JAMAL: Yeah.

3 MR. BERNARD HOUSTON: Well, any
4 specific questions from you guys in case I missed
5 it?

6 MS. SHANDELL JAMAL: And if you go
7 to Pages 12 and 13 of the RFGA, there is an
8 anticipated procurement timetable there. And, of
9 course, the word "anticipated" is this is where we
10 hope to me. There may be changes to this. We are
11 hoping to award sooner rather than later, however,
12 we do reserve the right, ODJFS and the Governor's
13 Office and Faith-Based Community Initiatives, do
14 reserve the right to revise this schedule in the
15 best interest of the State of Ohio.

16 So I will go through -- If no one
17 has any questions for Bernard at this time, I'd
18 like to briefly go through the timeline.

19 BETTY GOODMAN: I have one question.
20 I see on here it says "CD-ROM," are you gonna get a
21 CD?

22 MS. SHANDELL JAMAL: No, you have to
23 supply your proposal, also, in CD-ROM format.

24 BETTY GOODMAN: Oh, okay.

25 MS. SHANDELL JAMAL: So you would

1 just provide us with a CD of your --

2 BETTY GOODMAN: Oh, okay.

3 MS. SHANDELL JAMAL: -- the proposal
4 also on it.

5 BETTY GOODMAN: All right.

6 MS. SHANDELL JAMAL: So if you're
7 looking at Page 12. Today is January 27 and we are
8 having the Bidder's Conference. February 6 is when
9 the Question and Answer Period on line, that's what
10 Bernard alluded to closes. Again, we are
11 requesting -- we will not be able to answer any
12 questions regarding the grant.

13 There is -- Within this grant
14 application, there is language regarding
15 communication prohibition. So you cannot contact
16 directly either ODJFS, the Office of Contracts and
17 Acquisitions, or myself or any other representative
18 of the Governor's Office regarding the terms of the
19 grant; what you need to do, where you need to
20 apply, where you need to drop things off. All of
21 those questions must be posted on line.

22 We have to make sure -- We have to
23 make sure that everyone receives the same
24 information at the same time so that there are --
25 everyone has the same advantage in competing for

1 this grant opportunity.

2 So February 6 is the last day to
3 post questions on line. After that date we will no
4 longer accept questions electronically or in any
5 other format regarding this grant opportunity.
6 Today is your opportunity, first, to get your
7 questions out, answer here. But please note that
8 any answers or any communication that you receive
9 here today are not official until they're posted on
10 line with the question and answer document on
11 February 11th.

12 February 20 -- February 11th is the
13 date that that final document will be posted on
14 line.

15 And February 23rd at 3:00 p.m. is
16 the deadline for applicants to submit proposals for
17 this grant opportunity.

18 March 20th is the date that we hope
19 to issue grant award notification letters. And we
20 hope to implement the project by April 20th of
21 2009. We're hoping that all of the sites and all
22 of the agencies that were awarded through this
23 project are able to have their sites up and running
24 by the beginning of June 2009. So this is a very
25 quick timeline, and we will work closely with you,

1 but we are looking for agencies that have that
2 capability to start those sites.

3 So, are there any specific questions
4 regarding the grant? I know earlier when I walked
5 in I heard you guys sort of asking some questions
6 among yourselves regarding the grant opportunity.

7 We can begin -- let me give you the
8 microphone.

9 CINDY TAYLOR

10 CINDY TAYLOR: I'm Cindy Taylor,
11 Madison County Vineyard, and I had two questions.

12 MS. SHANDELL JAMAL: Sure.

13 CINDY TAYLOR: The first question
14 is: My reading of this is to support and/or to
15 establish new sites. Is that one or the other or
16 is it something -- I think the batteries just went.
17 But is that something that you have to begin the
18 new site? We were an existing site in 2008.

19 MS. SHANDELL JAMAL: And I'll just
20 try to speak loudly. You must establish at least
21 one new site. The grant funds can be used for that
22 one site, one or more new sites, and it may also
23 support existing sites, but you must establish at
24 least one new Summer Food Service Program site.

25 CINDY TAYLOR: Okay. And that can

1 be either enrolled or an open site, correct?

2 MS. SHANDELL JAMAL: Yeah. And what
3 she is referring to are actually Ohio Department of
4 Education requirements regarding the kind of site
5 that you're going to operate.

6 CINDY TAYLOR: But it could be
7 either one, it doesn't -- we are an open site
8 currently?

9 MS. SHANDELL JAMAL: There's no --
10 Yeah. There's no specification in the grant
11 regarding whether or not it's an open or enrolled
12 site, it just needs to meet the requirements of ODE
13 regarding some of these benefits.

14 CINDY TAYLOR: Okay. Now, I am a
15 pastor at our church, so technically I oversee all
16 of these things with our volunteers, and whenever I
17 look at this I see that it says that "The program
18 director must have -- worked with children in a
19 school setting as such for three years." Now I've
20 worked obviously with kids in our church with
21 missions programs, things like that. Does that
22 qualify or do I need to name as a program director
23 one of our teachers within our fellowship that will
24 be working with the program and would probably be
25 actually the instructor for those classes? I just

1 want to make sure, because there's an ethical issue
2 for me right there.

3 MS. SHANDELL JAMAL: What she's
4 referring to is actually listed on Page 10 of your
5 RFGA, under Staff Experience and Capabilities. I
6 could not at this time give you a specific answer
7 without knowing all of the information as requested
8 with the grant proposal about whether or not you
9 would be qualified. I would definitely make sure
10 that all of the terms of the grant, in regard to
11 the staff capabilities and experiences, whoever you
12 appoint to that position or who is going to be
13 listed in the grant application for that, meets all
14 of their requirements. They must meet all of those
15 requirements in order for you to operate that site
16 out of this grant application.

17 CINDY TAYLOR: Okay. I understand
18 that, but my question would be, would that be an
19 acceptable --

20 MS. SHANDELL JAMAL: I can't make
21 a --

22 CINDY TAYLOR: Yeah.

23 MS. SHANDELL JAMAL: -- distinction
24 or make a decision on that now without having all
25 of the materials, as well -- and I can't -- I just

1 don't feel comfortable in this setting answering

2 that kind of question.

3 CINDY TAYLOR: Okay.

4 MS. SHANDELL JAMAL: Anyone else?

5 BETTY GOODMAN

6 BETTY GOODMAN: My name is Betty

7 Goodman and I'm with Vocational Guidance Services.

8 I wanted to ask about the age group. Would it be

9 the same as the ODE Summer Food Services age group,

10 because sometimes TANF ages are a bit higher?

11 MS. SHANDELL JAMAL: It's going to

12 be the same requirements as the Ohio Department of

13 Education for the Summer Food Service site.

14 BETTY GOODMAN: And the other

15 question I had is about the -- where you can

16 operate that will also -- I know the ODE has

17 restrictions concerning where sponsors start new

18 programs in relation to other sponsors. If a

19 sponsor -- If there is a sponsor in your area and

20 they do not participate in this program or can

21 provide the services of this program, can you set

22 up a new site in that area?

23 MS. SHANDELL JAMAL: Our grant does

24 not supercede any of ODE's regulations regarding

25 setting up a Summer Food Service site.

1 BETTY GOODMAN: So we can set up --

2 MS. SHANDELL JAMAL: So you would

3 have to --

4 BETTY GOODMAN: We can -- If it's a

5 viable, a location --

6 MS. SHANDELL JAMAL: If ODE -- You

7 would have to contact the Ohio Department of

8 Education --

9 BETTY GOODMAN: Okay.

10 MS. SHANDELL JAMAL: -- on their

11 restrictions on that. We are just providing the

12 additional supplemental funding through this grant.

13 Any questions regarding site certification, site

14 location, or anything else regarding new or

15 existing sites, you would have to contact the Ohio

16 Department of Education directly.

17 Okay. Any other questions?

18 CATHY LEVY

19 CATHY LEVY: Thank you. I'm Cathy

20 Levy from Hilliard Missions and you had mentioned

21 in the proposal that there were some things that

22 were allowable for expenses and some things that

23 were not allowable for expenses. One of the things

24 that we do at Hilliard Missions is have guest

25 programming visits from other organizations to

1 enrich our program. Things like the Zoo. Or we
2 were considering making a trip to the Zoo this year
3 instead, things like that. Would the cost
4 associated with contracting with outside
5 organizations to entertain our children or to
6 education them or even -- It said something about
7 not paying for bus or van rental. If it was for
8 the kids to transport them to an activity, would
9 that be allowable?

10 MS. SHANDELL JAMAL: The goal of
11 this grant is for the grantees to provide all of
12 the services as listed in the RFGA. So contracting
13 out for those services would not be permissible.
14 The goal and the funding is provided for those
15 agencies that are awarded to provide those
16 services.

17 CATHY LEVY: Can I ask more
18 questions?

19 MS. SHANDELL JAMAL: Sure.

20 CATHY LEVY: The grant talks about
21 paying for some promotions, to advertise the
22 program so that you can get more kids involved.
23 Our charity provides not only some summer lunch,
24 but we're thinking about expanding our programs to
25 help out adults with things like the Benefit Bank,

1 and, you know, we might take advantage of the
2 promotions to think about advertising our after
3 school program, it's not in the summer but after
4 school, it's tutoring.

5 Let's say there's three programs
6 that in the flyer, would it be permissible to have
7 33 percent of the cost of the flyer to be covered
8 by this grant since one of the programs is for the
9 school lunch?

10 MS. SHANDELL JAMAL: At this time I
11 can't give you a complete answer for that, but just
12 generally speaking, grant funds should be used
13 solely for the specific project. But I'm unable to
14 give you an official answer regarding that at this
15 time, but --

16 CATHY LEVY: Okay. I got a list, so
17 if I can -- want me to keep going?

18 MS. SHANDELL JAMAL: Bernard.

19 BERNARD HOUSTON

20 MR. BERNARD HOUSTON: Actually
21 there's something for you to think about -- hard
22 fast answer, but one of the things you may want to
23 think about is how you can break that out in your
24 reporting, how would you demonstrate exactly what
25 amount of money is spent specifically from the

1 grant versus the other funding you might have from
2 your advertisement.

3 CATHY LEVY: Yeah, the only thing
4 would be that they're split by a 3rd because
5 they're saying things in it like that's kind of
6 rough.

7 There was something in there about
8 compensation rates and there are recommendations
9 for this that are found in Appendix A or something
10 like that. When I looked on the web, there wasn't
11 any, anything on there. There were other
12 Appendixes, there were other attachments that were
13 referenced, but I couldn't see anything about
14 compensation rates.

15 MS. SHANDELL JAMAL: Appendix A is
16 actually listed at the end of the grant. On Page
17 35, regarding compensation, if you look at Page 9,
18 this grant will pay for actual costs associated
19 with the Feed Ohio project. You'll be compensated
20 on a monthly reimbursement basis. Thus, you have
21 to provide support and acceptable documentation as
22 deemed by the Governor's Office of Faith-Based and
23 Community Initiatives in regard to whether or not a
24 payment has been made. This grant does not provide
25 an opportunity for funds to be provided and then

1 agencies could spend the money. Because of the
2 funding source, we must -- we must require that you
3 provide proof of payment with all of your invoices,
4 and you can only invoice us once a month. So that
5 is definitely something for organizations and
6 agencies to keep in mind, is that there is a cost
7 associated with this grant that agencies will have
8 put up the cost first and then we reimburse them
9 for those expenses.

10 CATHY LEVY: I see. I was confused
11 that there were, you know, rates for interns or,
12 you know, compensation of staff that was -- there
13 is some kind of limitations on that. I
14 misunderstood the term.

15 MS. SHANDELL JAMAL: Now, you are
16 kept at 15 percent per TANF for your administrative
17 costs. We have received information from various
18 departments in the Ohio Department of Job & Family
19 Services. And our director has also shared
20 information that in regard to other costs, whether
21 -- determining whether they're administrative or
22 programmatic is important when you put together
23 your budget.

24 CATHY LEVY: Okay. And then there
25 was -- Under the Restrictions it said that we have

1 to be sure that we're not excluded from entering
2 into a contract with ODJFS due to restrictions
3 related to Federal Debarment list and unfair labor
4 findings and R.C. Section 9.24. I'm maybe
5 uneducated, but I don't know what they're referring
6 to with R.C. Section. Revised Code of what?

7 MS. SHANDELL JAMAL: Of Ohio Revised
8 Code. So basically that's just saying that you
9 were not -- you have not received notification from
10 ODJFS or you have not been excluded from
11 participating in any project funding through that
12 office, oh, and you're also not on the Federal
13 Debarment list. So that's where that information
14 comes from. You can actually access the Ohio
15 Revised Code in its entirety on line.

16 CATHY LEVY: That's my whole list.
17 Thank you.

18 MS. SHANDELL JAMAL: You're welcome.
19 Are there any additional questions? If there are
20 no additional questions regarding this grant, thank
21 you very much for coming today to the Bidder's
22 Conference. Hope the information that you received
23 has been helpful.

24 And if you have any additional
25 questions, once you review the RFGA in its

1 entirety, please post those questions on line, on
2 the website, and we will respond to you and post
3 those questions, hopefully by February 11, 2009.
4 Thank you very much.

5 (Off the record)

6 MS. SHANDELL JAMAL: We have one
7 more question.

8 CATHY LEVY: And it's a stupid
9 question, too, but I was sent here to specifically
10 ask it.

11 You were very clear at the beginning
12 that you have to be a 2008 food sponsor. Our
13 charity was -- did not register as a food sponsor,
14 we did it under another organization, I think it
15 was Parks and Wreck, and we are a food sponsor. In
16 fact, our Executive, our Director is getting the
17 training right today to be a food sponsor for 2009.
18 We have two years of experience doing a program.
19 But it's a strict rule, is it, that we cannot do
20 it?

21 MS. SHANDELL JAMAL: Yeah, you must
22 be a 2008 approved sponsor.

23 CATHY LEVY: Okay.

24 MS. SHANDELL JAMAL: In good
25 standing with ODE and all of the other language

1 that's in there.

2 CATHY LEVY: Okay. Thank you very

3 much.

4 MS. SHANDELL JAMAL: You're welcome.

5 BETTY GOODMAN: Since she asked one,

6 can I ask one?

7 MS. SHANDELL JAMAL: Yeah.

8 BETTY GOODMAN

9 BETTY GOODMAN: Betty Goodman,

10 Vocational Guidance Services. Under the budget,

11 are indirect costs agreements allowed? I know you

12 said 15 percent administrative TANF, but all of

13 your costs are gonna be direct cost is, you know?

14 MS. SHANDELL JAMAL: It would have

15 to be actual cost incurred.

16 BETTY GOODMAN: Right. So you would

17 have to take the cost and the administrative cost

18 and document that as a -- basically as a cost

19 reimbursement and document those administrative

20 costs --

21 MS. SHANDELL JAMAL: Yes, ma'am.

22 BETTY GOODMAN: -- rather than

23 use --

24 MS. SHANDELL JAMAL: Use a general

25 --

1 BETTY GOODMAN: Rather than using an
2 indirect cost.

3 MS. SHANDELL JAMAL: Right. You
4 must demonstrate that there were actual costs
5 incurred instead of speculative costs, so it's
6 required.

7 BETTY GOODMAN: I got it. Thank
8 you.

9 MS. SHANDELL JAMAL: You're welcome.

10 (Off the record)

11 MS. SHANDELL JAMAL: And I know we
12 sort of ended, but I just wanted to highlight. If
13 you were not already signed up for our monthly
14 newsletter or our monthly funding opportunities
15 newsletter, you may do so on our website. That
16 website address is GOFBCI.Ohio.GOV. And we provide
17 a number of -- a wealth of information regarding
18 funding opportunities available, from both internal
19 and external to state government, as well as public
20 and private foundation funding opportunities.

21 LYNN MAISTROS: Is it Ohio spelled
22 out or just OH?

23 MS. SHANDELL JAMAL: Ohio is spelled
24 out.

25 LYNN MAISTROS: Thank you.

1 MS. SHANDELL JAMAL: And we also
2 compile the information from grants.gov, as well.

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4 (At 2:45 p.m., the Bidder's Conference concluded)

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**THIS CONCLUDES THE ENTIRE QUESTION & ANSWER DOCUMENT
FOR ODJFS RFP#: R-89-21-8014**