

**VENDOR QUESTIONS AND ANSWERS
THE TOGETHER OHIO COMMUNITY ENGAGEMENT
PARTNERSHIP GRANT (CEPG)
R-1011-21-8029**

Q & A period: September 9, 2009 - September 30, 2009

Interim Question and Answer Document

**Vendors are encouraged to submit further or follow-up questions on this project
through September 30, 2009**

INTERIM

September 9, 2009 (Date of Inquiry)

Jo A. Adkins
King Academy Community School
Grant Writer / Community Outreach
Cincinnati, Ohio

Q1. Would this be a grant that would be appropriate for an inner city after school program that would include students and parents?

A1. The purpose of this RFGA is to select one lead organization, in each of the six regions identified within the RFGA, to host quarterly capacity building trainings for area nonprofits and faith-based and community groups, provide one-on-one technical assistance to those groups, and lead a community organizing effort around GOFBCI's Call to Action initiative. As such, this grant would not fund after school programs. Please visit the GOFBCI Web site (<http://gofbci.ohio.gov>) and click on Funding Opportunities to search other grants, both public and private, that may be relevant to you.

September 10, 2009 (Date of Inquiry)

Dale Nieberding

Q2. Is this RFGA just for the six regional partners to apply or is this also for the NPO's who will work under them?

A2. The purpose of this RFGA is to select one lead organization, in each of the six regions identified within the RFGA, to host quarterly capacity building trainings for area nonprofits and faith-based and community groups, provide one-on-one technical assistance to those groups, and lead a community organizing effort around GOFBCI's Call to Action initiative. Per the RFGA, organizations are encouraged to partner with other organizations to perform the deliverables spelled out in the RFGA in order to best serve the particular region in which they applicants are proposing to serve.

September 14, 2009 (Date of Inquiry)

Ted Vander Roest
Executive Director
Springfield Foundation

- Q3.** Does the lead organization have to undertake activities for the whole region they are in, or just the area around them. For instance, we are located in Springfield, do we have to provide services in Dayton and Cincinnati, or just in the area around Springfield?
- A3.** The lead organization must serve the entire region. As such, the RFGA encourages organizations to partner with other organizations to perform the deliverables spelled out in the RFGA in order to best serve the particular region in which they applicant is proposing to serve.

September 15, 2009 (Date of Inquiry)

Carla Clasen, MPH, RN
Co-Director, Center for Healthy Communities
Wright State University
3123 Research Blvd., Suite 200
Dayton, OH

- Q4.** Section II, 2.1A Scope of work, #3 (page 5) - Selected providers are responsible for determining content of each training, subject to approval from project manager regarding the training material content. Will it be possible and/or expected for providers to work with other selected regional providers to share training materials, cutting down on duplication of effort?
- A4.** Yes, collaboration with other CEPG partners will be encouraged.
- Q5.** Section II, 2.1A Scope of work, #1 (page 4) - Provider is required to host 7 trainings of 8 hours each, free to the public. Is it permissible to provide lunch and snacks and charge attendees a fee sufficient only to cover the cost of food, or, charge an optional fee for lunch? Alternatively, is it permissible to include food costs in the budget itself?
- A5.** This grant cannot reimburse grantees for food related expenses and as such, it is not permissible to include food costs in the budget. However, applicants may include food-related expense as part of the in-kind expenses covered by the applicant and/or a partner of the applicant. Trainings must be free to the public so charging a small fee, even if the fee is associated with the meal, is not permissible. Grantees should use their in-kind contribution to cover food related expenses and/or allow organizations to bring their own food or break for lunch.
- Q6.** Our institution typically includes indirect costs (F&A) in budgets submitted to funders. Is there a cap on the percentage of indirect costs that can be requested?
- A6.** There is a fifteen (15) percent cap on administrative costs.

September 16, 2009 (Date of Inquiry)

Megan Meyer
Director of Programming, The Center for Nonprofit Resources
300 Madison Avenue, Suite 1300
Toledo, Ohio

- Q7.** Could you please provide more information regarding what you are looking for in the Call to Action plan - specifically: Do you want us to outline what partners we will attempt to work with and what our plan for engaging them is, or do you want us to meet with them before submitting the RFGA and outline our plan as a whole. What types of outcomes are you looking for within the plan? Is there a sample plan you can post online?

A7. We do not have a sample plan to post, but applicants should develop an outreach strategy that articulates how they would organize faith-based and community groups (i.e. churches, synagogues, other membership-based groups) around the program areas outlined in the Call to Action document provided (Appendix F). There are also additional links in this document which applicants are encouraged to explore. You would not need to meet with organizations you plan to recruit prior to submitting an application. Applicants should simply articulate how they would recruit organizations around the Call to Action program areas and how organizations would be encouraged to work on one or more of the program areas once they had been recruited. If applicants intend on partnering with other organizations around their outreach programs, that should be included as well.

GOFBCI will work with the selected partners to implement the Call to Action in their regions and as such, will supply training materials and other tools and resources. Applicants are only being asked to describe in their proposals how they would go about recruiting organizations around these Call to Action program areas. This is intended to get out how applicants understand community organizing strategies and how they would use those strategies as they relate to the Call to Action.

Q8. Can you also please clarify #25 on the scoring sheet? You reference section 4.1, 6, but we think it may actually be referring to section 2.1,6; however there is no Goal #3 in that section. Does the RFGA need to focus on a specific TANF Goal or any and all TANF goals?

A8. The score sheet posted on the web-site for this project only goes to question 22, and makes no reference to 4.1,6. Please verify that you are consulting the correct score sheet for this project, and then if you still have further questions please submit them through the same Q & A method.

Q9. We are a collaboration of the Toledo Community Foundation and the United Way of Greater Toledo and we are trying to decide who should be the lead agency for the RFGA. Would one organization be a stronger applicant to ODJFS?

A9. It would not be appropriate for us to make a judgment on which of these two organizations should be the lead agency. Be sure to reference section 3.1, Required Applicant Qualifications, as you are making this decision.

September 16, 2009(Date of Inquiry)

Margaret O'Gorman
Assistant Director, Grant Services
Xavier University
Cincinnati, OH

Q10. Is a private university with a 501(c)3 non-profit status eligible to apply for the Together Ohio Community Engagement Partnership Grant?

A10. Please be sure to reference section 3.1, Required Applicant Qualifications. An Ohio university and a 501c3 nonprofit organization are both eligible applicants.

September 17, 2009 (Date of Inquiry)

Shari Hedrick
Community Grant Consortium
Butler County United Way

Hamilton, Ohio

Q11. Should proposals address one or more of the issues identified in the Call to Action? At least twice in the RFP there is a listing of the various elements of the Call to Action and then a vague 'and more.' Would proposals that address issues of building self-sufficiency be considered appropriate and competitive even if they do not directly address any specific issue in the Call to Action?

A11. We apologize for the vagueness. Applicants should focus on the items outlined in the Call to Action document provided (Appendix F) and develop an outreach strategy that articulates how they would organize faith-based and community groups (i.e. churches, synagogues, other membership-based groups) around the program areas outlined in the Call to Action document provided. There are also additional links in this document which applicants are encouraged to explore. Applicants should articulate how they would recruit organizations around the Call to Action program areas and how organizations would be encouraged to work on one or more of the program areas once they had been recruited. If applicants intend on partnering with other organizations around their outreach programs, that should be included as well.

GOFBCI will work with the selected partners to implement the Call to Action in their regions and as such, will supply training materials and other tools and resources. Applicants are only being asked to describe in their proposals how they would go about recruiting organizations around these Call to Action program areas. This is intended to get out how applicants understand community organizing strategies and how they would use those strategies as they relate to the Call to Action.

September 17, 2009 (Date of Inquiry)

Carlos Ivan Ramos, PhD, Executive Director
Hispanic UMADAOP
3305 West 25th
Cleveland, OH

Q12. Would this contract allow for start-up funds or is it reimbursement based?

A12. Both: the grant will follow a reimbursement model but there will be a working capital advance offered. Please note particularly the italicized information from Section 2.2 "Compensation Schedule" which states:

"GOFBCI expects to select six grantees. Grantees will be awarded up to \$330,000.00 each. This procurement process complies with federal and state laws and rules and is designed to maintain proper stewardship of taxpayer funds and the public trust. Grantees will be required to provide a 20 percent cash or in-kind match of the total project (See Attachment F, Project Budget Form).

Once the grant agreements are signed and purchase orders are issued, *the selected providers shall expend their own funds first*, to provide services to participating Faith Based & Community Organizations (FBCO's). Providers are required to submit sufficient documentation to demonstrate that the provider has expended funds properly, on work that is specific and permitted under this grant (as specified in the applicant's Project Budget Form-provided as Attachment F), before financial awards will be made under this grant.

NOTE: Up to \$40,000.00 *may* be made available as a working capital advance to each of the six (6) selected organizations. *Advances will not be made as a standard feature of these awards. Grantees must submit a written request for an advance to ODJFS, specifying the amount requested with a full*

explanation of the need for the advance. If the request is approved by ODJFS, the grantee will be responsible for proper federal documentation of all expenditures made using the capital advance.

Project budgets must not exceed \$330,000.00. *Selected applicants will be compensated by reimbursement on a monthly basis. The six (6) selected organizations will send GOFBCI a record of their expenses on the GOFBCI invoice document (See Appendix B for sample invoice) by the first Friday of each month for the previous month's expenses."*

**THIS CONCLUDES THE INTERIM QUESTION & ANSWER DOCUMENT
FOR ODJFS RFGA#: R-1011-21-8029.**

Please submit further questions through September 30, 2009, and the FINAL Q & A Document will be posted by Approximately October 5, 2009.