

ERRATA

POSTED JANUARY 18, 2017

REVISION TO FORM A AND D

The CORE Investments RFP Application Form A and D were corrected to address errors and the corrections are listed below.

FORM A

1. All narrative fields have an increase in character limits which are listed on the document.
2. The narrative fields have been edited to allow for pasting of text that has multiple paragraphs and doesn't automatically enumerate information.
3. Section D, page 5, question 10 has been edited as follows:

10. If citing one or more research evaluations, has the research article(s) been attached to your application?

Yes No

FORM D

1. The edit to Form D is as follows:
 - o Research Article (Promising EBPs only)
 - § Include only if citing a research article instead of a clearinghouse

POSTED DECEMBER 14, 2016

REVISION TO CORE INVESTMENTS RFP

The CORE Investments RFP was corrected to address minor clerical errors that do not result in substantive changes to the RFP. The edits, which have been incorporated in the RFP document available to download at the Santa Cruz County Human Services Department (HSD) website, are as follows:

Page 4, Table 1, Strategic Plan Area 4, All In: Toward A Home For Every County Resident: The reference to the City of Santa Cruz allocation for each of the two result areas were reversed, and the reference has been corrected as follows:

4	All In: Toward A Home For	A	Increase prevention & diversion resources to reduce the number of	\$15,000 - \$18,750
---	---------------------------	---	---	---------------------

	Every County Resident		households falling into homelessness	
		B	Improve access to all housing and service types for all homeless populations	\$180,000 - \$225,000

Page 3, third paragraph in the Funding section: The appendix reference regarding the City of Santa Cruz prioritized result areas is corrected to read “Appendix 1”.

Page 16, first paragraph: The date for notifying applicants that their proposal is considered responsive is corrected to read February 10, 2017, consistent with the date correctly referenced in Table 5, Key RFP dates, located on the same page.

RESPONSE TO HUMAN CARE ALLIANCE ON CORE INVESTMENTS

COUNTY OF SANTA CRUZ

At this link locate the Memorandum on CORE Investments from Ellen Timberlake, Interim Director of County of Santa Cruz, Human Services Department:

http://santacruzcountyca.iqm2.com/Citizens/Detail_LegiFile.aspx?Frame=&MeetingID=1571&MediaPosition=&ID=3232&CssClass=

CITY OF SANTA CRUZ

At this link locate the Memorandum on CORE Investments from Cynthia Chase, Mayor of the City of Santa Cruz:

<http://www.cityofsantacruz.com/home/showdocument?id=58336>

Q&A PROCESS

- Questions and answers regarding the CORE Investments RFP will be added to this document weekly, starting Tuesday, December 6.
- All questions and answers will remain on the document, with the most recent appearing at the top of the list.
- No questions & answers will be added the week of December 26, 2016.
- Final day to submit questions is Friday, January 27, 2017.
- Final posting of questions and answers is Tuesday, January 31, 2017.

REVIEW PANEL PROCESS – ADDED 1/30/17

In response to several questions submitted by applicants, the County and City have prepared an outline of the proposal review process and an accompanying flow chart.

CORE Investments RFP Review Panel Process

Blue highlight signifies steps completed by combination of strategic plan representatives, panelists, and City and County staff.

Green highlight corresponds to steps completed by City and County staff.

Dark green highlight represents City Council & County Board of Supervisors.

Yellow highlight represents Applicants

1. **Develop list of potential panelists** – City and County Staff, Strategic Plan Representatives, Funders

Identify panelists from a diversity of backgrounds with subject matter expertise who can objectively score proposals and provide recommendations for each of the 4 panels: Children/Youth, Homelessness, Seniors, and Health. Panels will consist of at least one strategic plan representative, person with lived experience, researcher/academic, community leader, and staff representative.

2. **Vet list of potential panelists** – Funders and Strategic Plan Representatives

Ask non conflicted subject matter experts to approve the list of potential panelists as objective and capable reviewers.

3. **Recruit panelists** – Staff

Identify availability and interest of (~40) panelists in total across 4 panels.

4. **Confirm no conflicts of interest among panelists** – Staff

Ensure panelists do not have conflicts or appearance of conflicts of interest (i.e., not employed, volunteered, or received services from applicant for at least two years).

5. Provide panelists orientation materials – Staff

Ensure panelists have the RFP, Q&A document, scoring criteria from the RFP, scoring sheets and contextual information.

6. Submit proposals – Applicants

Submit proposals demonstrating ability to address at least one strategic plan result.

7. Review proposals for completeness and EBP validation – Staff

Ensure proposals are complete and stated level of evidence is accurate. Communicate to applicants that proposal is responsive (timely, containing required complete documents and from an eligible applicant) or non responsive. Responsive applications will be moved forward in the process.

8. Pre-panel meeting – Subpanel composed of community leaders and/or strategic plan holders from each panel and County and City Staff

Panelists assign proposals to one of the four panels, ensuring equity across panels by distributing proposals with similar programs to the same panel. Pre-panel will address inconsistency when multiple result areas are identified within an application.

9. Assign proposals to panelists and provide materials – Staff

Ensure set of proposals is roughly equal in size (~8) for each panelist on a given panel and each proposal is assigned to at least three panelists. Provide panelists with selected proposals and scoring sheets.

10. Individually score proposals – All panelists individually

Assess proposals objectively and bring an informed understanding of given proposals to the panel.

11. Compile preliminary scores – Staff

Panelists submit their initial scoring of their proposals so staff can compile the scores to show panels the range, average, strengths and questions of individual reviewers.

12. Panel meetings (Review Panels) – Panelists within 4 separate panels

Discuss, consensus score and rank proposals in order to make preliminary funding recommendations.

13. Cross Panel meeting – Subpanel composed of community leaders and/or strategic plan holders and staff

Reconcile and finalize recommendations including balancing funding and proposals across panels and strategic plans as necessary.

14. Make funding allotment recommendations – Staff

Recommend which funder(s) will fund which recommended proposal and at what level.

15. Publish Intentions to Award – Staff

Publish funding recommendations with decision making bodies and the public.

16. Release panel details – Staff

If requested, panelists' names will be released.

17. Release panel notes – Staff

An applicant may request their own proposal scores and panelists comments.

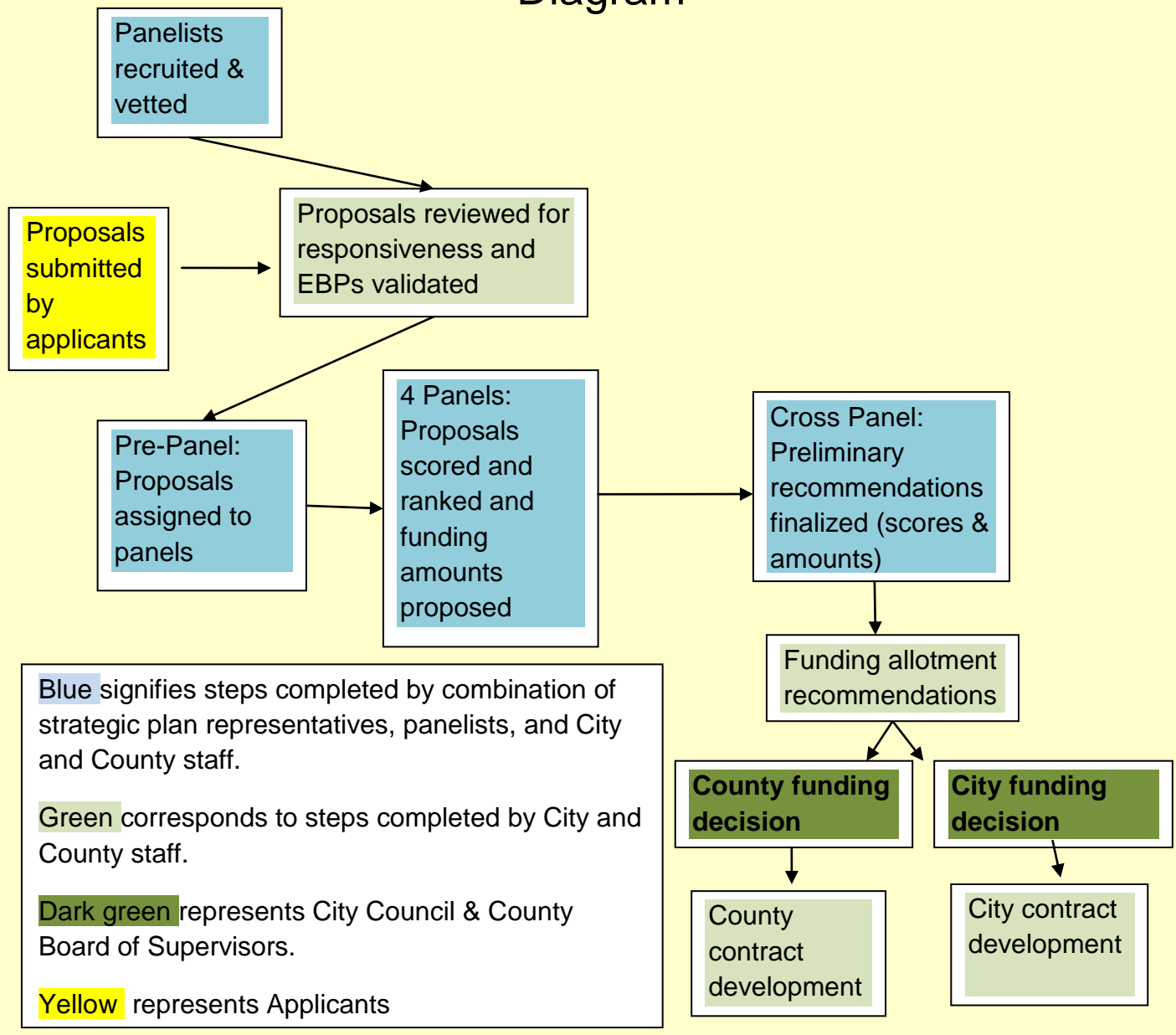
18. Make funding decision – City Council and County Board

Approve final funding amounts.

19. Negotiate contracts with funded applicants – Staff & Funded Applicants

County and City staff will work with funded organizations to complete contracts including negotiating scope of work based on panel recommendations or final funding amount.

CORE RFP Review Process Diagram



Application Information

The Application (Form A) is best accessed in Word and the Budget (Form B) is best accessed in Excel.

QUESTIONS AND ANSWERS

JANUARY 31, 2017

QUESTIONS RELATED TO BUDGETS:

- 1. I am unclear about what budget data you prefer for the RFQ - in the past we have submitted the umbrella entity's audit, but would you prefer the entity's budget instead?*

Yes, the agency budget is preferred.

QUESTIONS RELATED TO EBPs:

- 2. If an agency is preparing a proposal for a capacity building program – a program to train and support staff from organizations across the county whose job it is to implement Model EBPs with fidelity to achieve desired outcomes (per RFP p. 1,) and no direct client services will be provided... in responding to **Form A, Section d) Demonstration of EBPs, Question 1** – is it appropriate to briefly describe the EBPs that will be the focus of the EBP training program, and the result areas that EBPs are tied to and to describe how the EBP training program will be implemented to support the effective implementation of selected EBPs in the community over the three-year period?*

Yes, capacity building programs can describe the EBP that will be used to enhance capacity and/or the EBPs that will be implemented with the support of the proposed program.

- 3. If an agency is preparing a proposal for a capacity building program – a program to train and support staff from organizations across the county whose job it is to implement Model EBPs with fidelity to achieve desired outcomes (per RFP p. 1), and no direct client services will be provided... in responding to **Form A, Section d) Demonstration of EBPs**, is it appropriate to answer “yes” to **Question 2** and respond to **Questions 3, 4 and 5** with the names of the model EBPs and related Clearinghouses for the EBPs that will be the focus of our training program?*

Capacity building programs can describe the EBP that will be used to enhance capacity and/or the EBPs that will be implemented with the support of the proposed program.

- 4. In general, how should capacity building proposals, that do not propose direct services, respond to Section d) Demonstration of Evidence-Based Practices or other sections of the application in order to “provide evidence for selected EBPs”*

(worth a possible 20 points) per the Evidence Based Program or Practice section of the RFP Evaluation Criteria on page 4?

Capacity building programs can describe the EBP that will be used to enhance capacity and/or the EBPs that will be implemented with the support of the proposed program.

QUESTIONS RELATED TO FUNDING:

- 5. Why does the top range of the dollar amount for the "city amount" for community programs not reflect the discussed \$250k amount the council asked staff to find space for in the next budget? I understand, of course, that the next budget hasn't happened yet, but since this RFP will cover a multi-year grant giving cycle, it seems like the top end of the range should reflect the council's expressed wishes from the fall hearing on community programs.*

Please see the County and City responses to concerns raised by the Human Care Alliance on CORE Investments for a response to this question. The links to responses are posted above on page 2 of the Q &A Section of the CORE Investments RFP.

QUESTIONS RELATED TO PANEL REVIEW:

- 6. What is the process in place to pick members of the review boards? Is there any way to suggest members, and will we find out who is serving on these boards? Also, how transparent will the decisions of the review boards be? Will the decisions (and reasoning) of the review boards be made public?*

Please see the County and City responses to concerns raised by the Human Care Alliance on CORE Investments for a response to this question. The links to responses are posted above on page 2 of the Q &A Section of the CORE Investments RFP.

QUESTIONS RELATED TO PROPOSAL:

- 7. For purposes of the RFP, are "recipients" the people that received the intervention or the people impacted by the intervention?*

The applicant may define the target population for the proposed program.

- 8. Further to the answer to question 3 dated January 24, 2017, if one agency submits applications for two different programs that have names with the same first two letters, should the agency use a different combination of letters for one of the two programs' proposal IDs?*

Yes, the applicant ID should use different letters to differentiate the two (or more) program proposals. There is a six character limit.

9. *For clarification with respect to the answer to question number 36 dated December 19, 2016, is the "Program Funding Amount Requested" at item 13 of Form A the total amount requested for one year of the contemplated 3 year contract(s), or the total amount requested for the entire 3 years?*

For RFP Application (Form A), Item 13, enter the annual funding request, not the three year total.

10. *Could the unlocked cells protection be changed on the Form B budget worksheet, so we can format the cells, columns and rows? There isn't enough space to type without abbreviating most of the Position Titles and Budget Narratives.*

At this time it is not possible to change the form. Applicants are able to type as much as needed into each cell; it just won't all be visible in the body. If you select a cell, the entire text can be read in the top formula bar. For example, if you type "Senior Program Officer of Community Agency Program" as a title it may only appear as "Senior Program Off" in the cell but when selected you can read the full title in the formula bar. Please also know that the reviewers will be able to see entire text and the cell protection will not affect them. We apologize for inconvenience.

11. *How should an organization list additional business/agency locations in the County if the number exceeds the limit of three on the protected affidavit form?*

To establish local vendor status, listing the primary 3 locations is sufficient.

12. *How should an organization list additional business/agency business license information in the County if the number exceeds the limit of one on the protected affidavit form?*

To establish local vendor status, listing the business license of the applicant's primary local location is sufficient.

13. *The Scope of Work requires that we indicate what portion of our Number & type of Activities, etc. will be funded from CORE and what portion will be funded from other sources. To determine the "portions" I thought to base this on the percentage of my budget I will be requesting. Example, if my request to County/City is 20% of my budget, than the percentage of number and type of activities etc funded by CORE will also be 20%. Does this make sense?*

Yes, you may use this method to determine the break out of the activities between the two funding sources of CORE and other sources.

14. *With five collaborative partners, we are considerably constrained in our ability to fully present the program design by the limited characters in the Activities and the outcomes columns. Would you please increase the number of characters? (and indicate the limitation as you have done for the narrative questions?)*

In the Scope of Work form, there is a limit of 500 characters in the "Number and Type of Activities", "Number and Type of Participants", and "Result Area(s)" fields, and a 1000 character limit in the "Quality of Service" and "Outcome" fields. We suggest abbreviations as needed. We regret any inconvenience however the application cannot be changed at this late date.

15. *I'm having an issue with the scope of work document. It is not allowing me to put his much text as I want in under the area of funding from core funding from other resources I was able to do that when I first started working on it now I'm unable to edit it and still put all the text in the boxes I know the document is protected is that part of the problem I need to be able to continue to edit please let me know how to remedy this issue.*

In the Scope of Work form, there is a limit of 500 characters in the "Number and Type of Activities", "Number and Type of Participants", and "Result Area(s)" fields, and a 1000 character limit in the "Quality of Service" and "Outcome" fields. In the fields referenced in the question, you will not be able to add characters once the 500 character limit is reached. We suggest abbreviations as needed. Also as stated on p.12 of the RFP " Please indicate only the main/primary activity or activities" We apologize for any inconvenience.

JANUARY 24, 2017

QUESTIONS RELATED TO EBPs:

1. *I am having trouble finding a particular intervention listed in a clearinghouse or an **uninterested** source that documents its success. Everything I find simply states it's evidence based. At what level should we place it, and what is the source to cite if it's promising? And we ourselves haven't enough data to show its usefulness. Does the county have data we can access?*

Please use the criteria listed in the RFP for determining the level of evidence of a proposed EBP, which can be found on p. 10-11 of the RFP. Please note, the RFP does not state that the data showing evidence of effectiveness must be collected locally nor does it prescribe a specific type of source to use as a citation.

2. *On the application, Form A, Section d) Demonstration of Evidence-Based Practices (EBP), #9 asks the applicant to "cite the evaluation(s) performed by an independent researcher." Please define "cite." It could mean simply listing the*

authors' names, title of paper, name of scientific journal, etc. Or is it also asking for "citations" from that journal article? Is there a preferred format for providing the citation?

Please include authors' names, title of paper, name of scientific journal, etc.

QUESTION RELATED TO THE PROPOSAL:

3. *If the numbered prefix of the proposal ID number for two programs from the same agency is the same, are they still valid? For example, 1234AB and 1234CD?*

Each proposal must have its own unique ID for the application (Form A) and the budget (Form B). If an applicant submits multiple proposals for the same program, any combination can be used for the last two letters, as long as the four number prefix remains the same and the ID is different for each proposal.

4. *Our collaboration has four other partners. We are only able to list three others. The fourth also uses an EBP. What do you recommend we do?*

The application (Form A) requests the names of up to three primary collaborative partners on Form A, question 1, p.11 and more information may be provided on additional partners when describing the EBP on Form A, p 4 , question 1 "Please describe the EBPs....".

5. *Under partnerships, page 11, question 4, do we list the partners as subcontractors and their amount of the proposed budget?*

Yes, they may be identified in the budget under non-personnel, in the item "professional services" or if contracted personnel they be identified in the personnel section. Also, please list them on Form A p. 11, question 4. For the purpose of this RFP, subcontractors are organizations or individuals who provide contracted paid work as part of a larger project on behalf of the applicant agency.

6. *Because of the number of partners, we have more than 2 EBP's to use. May we expand the list by adding more numbers?*

The application (Form A) requests the names of up to two proposed EBPs. These are intended to be the primary EBPs. However, an applicant may list more information on other EBPs on Form A, 10, "Please describe the EBPs..."

7. *On the application, Form A, question #9 provides space to cite only two research papers. I will be citing at least three papers, and possibly as many as five. It would be helpful if, after the text field in #9 b) is filled in, that #9 c) appears when I hit "enter." As currently formatted, a writable space appears, but it is not numbered.*

The application (Form A) requests that up to two research articles be cited for a proposed Promising EBP. If additional research is desired to be cited an

applicant may list more information on the research on Form A, 10, "Please describe the EBPs..."

8. *How should I attach my research papers? Shall I simply include them as attachments to the email submission that I make? My concern in doing it that way, is that the papers are not "attached" to the actual application. I intend to scan the research papers and attach them as *.pdf files. Is that the expectation?*

Yes, when submitting your proposal electronically, please attach the research article(s) to the email or save them to the thumb drive. If submitting a paper proposal, please attach the printed articles to the proposal. All submitted articles that are cited on p. 9 of the application, Form A, will be considered part of the applicant's proposal.

9. *A great deal of time was spent in the CORE Investments Workshop on Logic Model training. I have a detailed Logic Model that I would like to submit for my "promising" program, but it appears there is no opportunity provided for this in the application. Could an optional field be added which would allow me to submit my Logic Model, or is there another way I can do this?*

Submission of a logic model is not required, yet it can provide a foundation for developing a scope of work. The scope of work in Form A, p. 10 of the application is designed to contain the primary components of a logic model.

OTHER:

10. *Although we renewed our contract last year, I believe we need to submit an application for 2017-2018. Can you please confirm this for me?*

The term for Community Programs contracts end on June 30, 2017 and current contracts are not being renewed. Agencies may apply for CORE Investments funding by accessing the proposal forms on the HSD website (<http://santacruzhumanservices.org/HSDHome/RequestforProposals.aspx>) Please note, the final day to submit proposals is Monday, February 6, 2017.

JANUARY 18, 2017

QUESTIONS RELATED TO BUDGETS:

1. *On the Budget page, do we need to put information about the ENTIRE budget in the "Total Program Budget" column or only provide information about the PARTICULAR LINE ITEM we are requesting funding for?*

The entire program budget must be submitted. The program is defined by the applicant. As noted on p.14 of the RFP, "For each line item in the budget form, the applicant is to identify the costs related to the funding being requested as well as the additional costs for the full program's implementation." If the program budget includes items that are not being requested to be funded by CORE, the line item must be identified and costs only identified in the "Total Program Budget" column.

2. *Please provide more specific guidelines about what "Admin Overhead" refers to.*

The RFP does not provide specific guidelines for "Admin Overhead". It is an option for the applicant to propose. Should it be selected, as noted on p. 14 "administrative overhead rate requests must be justified in the Budget Narrative column?" It is the applicant's discretion on what overhead items to include in an administrative overhead line item.

QUESTIONS RELATED TO EBPs:

3. *We are proposing the use of an EBP that is listed in the SAMHSA EBP registry. This EBP has overall ratings of 3.1 and 3.0 but one of the six areas (data/attrition) is lower than 2.5. According to CORE would this EBP be considered a Level 1 Model EBP or Level 2 Promising?*

If the overall ratings for the EBP is 3.0 or above, the EBP would be considered a Model program/practice. The intent of the guidance found on p. 22 of the RFP for SAMHSA's NREPP is to note the overall (average) rating only, not individual area scores. The average score may be cross walked to the Levels of Evidence Framework. Also, please note that when determining the level of evidence it may also be helpful to look for the EBP in other clearinghouses, such as Results First, if the rating is unclear. If there is more than one rating listed in a clearinghouse, the highest rating shown in Results First should be selected.

4. *On Form A, question #10 asks, "Has at least one research article for each Promising EBP been attached to your application?" However, on the checklist (Form D) it states that research articles are only required for Innovative EBPs, but the questions on Form A related to the Innovative EBP don't mention attaching a research article. I'm confused about which EBP requires the research article, and confused by the questions on both the Promising and Innovative pages.*

There was an error on the checklist (Form D) and Form A was not clear regarding this issue. We apologize for this oversight and have updated these forms as of 1/18. They may be found on the website. Model EBPs do not require an attachment of an article. EBPs considered to be a Promising practice may need to attach an article as stated on page 11, a Promising Practice "can either cite the EBP clearinghouse where it appears at the second level or submit one research article that uses an experimental or quasi-experimental design that shows significant positive impact." Regarding Innovative Practice, there is no requirement to attach an article or other publications although they may be submitted if desired. Evidence of an innovative practice must be described in Form A, Section D, questions 13-17.

QUESTION RELATED TO THE PROPOSAL:

5. *The answer field on question 2 of p. 7 on FORM A does not allow for pasting of text with separate paragraphs. Is there a way to change this?*

This was an error on Form A and we apologize. The narrative section was automatically adding numbers to the numbered questions when text was pasted and not allowing for paragraphs. It has now been corrected. You may re-download the forms and use the new form A. As an alternative, you may be able to clear out the number.

6. *Our collaboration has five partners. Listing the names of each will take a significant amount of characters. May we just refer in the narrative questions to "the partners in this project" or immediately abbreviate so that we can fit in pertinent and relevant information about this comprehensive proposed program in our answer?*

The character limits will be expanded on Form A to allow for additional text. Please initially list the names of each partner but thereafter they may be referred to in an abbreviated form.

OTHER:

7. *I missed all opportunities for TA workshops due to a significant illness and a hospitalization, may I access individual assistance?*

To make the best use of the individualized assistance, the intention was for all interested applicants to attend a workshop first. However accommodations may be made in cases of significant barriers because it does not cause inequities.

JANUARY 10, 2017

QUESTIONS RELATED TO CONTRACTS:

1. *What will the reporting requirements be for CORE?*

Please see p. 7 of the RFP where it states, "Awarded contractors will be responsible for monitoring program outcomes, and reporting on them twice a year to the funder(s)."

2. *Will agencies' CORE reports be compared to past reports submitted for Community Programs? i.e. will there be questions/concerns if outcomes or deliverables are significantly different from past reports?*

Past individual Community Programs semiannual reports will not be used as a comparison to CORE semiannual reports.

QUESTIONS RELATED TO THE PROPOSAL:

3. *If an EBP is found in a clearinghouse that isn't listed in Appendix 2, will that EBP be accepted/recognized by review panels as a Model EBP?*

Please see p.22 of the RFP where it states that the list in Appendix 2 "is not an exhaustive list of all credible clearinghouses that can be cited. Credible clearinghouses tend to have the following characteristics:

- Maintained by a government, philanthropic or non-profit entity who does not receive financial benefit from the practices listed therein being implemented

- Updated on a regular basis to add practices and information as evidence develops
- Provide references to additional information and sources."

4. *Does the character limit on Form A include spaces?*

Yes, spaces are included in the character limit.

5. *Program Wonderful is submitting 1 proposal for an intergenerational program that targets pre-school – 3rd graders and seniors. Wonderful will apply under 2 result areas; First 5 Santa Cruz Result area B (funded by the County only) and Agency on Aging Plan Result Area 1 (funded by the City and County). So Wonderful will be forced to designate a primary and secondary result area. They will designate the First 5 result area as (Primary) and the Area Agency on Aging Plan result area as (Secondary). Will the Secondary result be considered for City funding?*

To maintain an equitable process across respondents, applicants will determine which result area(s) will best align with their services. Please see p. 10 of the RFP where it states that "your proposal may be reviewed by any panel addressing your selected results or a panel reviewing similar programs." In other words, the City and County are allowing for flexible review and award. Please also see response to question five under January 3, 2017.

6. *Program Exciting is submitting 1 proposal for an intergenerational program that targets pre-school – 3rd graders and seniors. Wonderful will apply under 2 result areas; Agency on Aging Plan Result Area 1 (funded by the City and County) and 5 Santa Cruz Result area B (funded by the County only). So Exciting will be forced to designate a primary and secondary result area. They will designate the Area Agency on Aging Plan result area as (Primary) and the First 5 result area as (Secondary). Will the Secondary result be considered for County funding?*

Please see the answer to the question above.

7. *Program Really Special is submitting 2 proposals for 2 intergenerational programs that targets pre-school – 3rd graders and seniors. Both applications will target First 5 Santa Cruz Result area B (funded by the County only) and Area Agency on Aging Plan Result Area 1 (funded by the City and County). The first application will designate First 5 as the Primary and Area Aging as the Secondary. The other application will target Area Agency on Aging Plan result area as (Primary) and First 5 result area as (Secondary). Both applications target 2 result areas, have different primary result areas, use the same evaluation tools and outcomes yet exist in the same Logic Model. They will both apply under the "Innovative" EAB label. Will each proposal be evaluated individually by the separate panel under the RFP Evaluation Criteria on page 9 of the RFP?*

Please see the answer to the question above.

OTHER:

8. *Just tried to go onto these sites and they appear dead:*

<http://www.cityofsantacruz.com/cityUgovernment/councilUcommittees/publicUsafetyUcommittee/publicUsafetyUcitizenUtaskUforce>

<http://www.cityofsantacruz.com/cityUgovernment/cityUcouncil/cityUcouncilUstrategicUgoals>

Click on the links located on p.21 in the RFP and the corresponding page will open up in your browser.

JANUARY 3, 2017

QUESTIONS RELATED TO BUDGETS:

1. *I would like to confirm with you that we can apply for support for our comprehensive services defined as our “program” per the RFP. Our annual budget reflects all services provided. So the “program” budget would be based on our agency budget but following the budget format of the RFP. Is this approach acceptable?*

Yes. For more information see answer to Question #40 posted below in the section from December 19 regarding defining a program, "What constitutes a program?"

QUESTIONS RELATED TO FUNDING/STRATEGIC PLANS

2. *Where do I find the Strategic Plan for Youth Violence Prevention and First 5 Santa Cruz County?*

The funded result areas for these plans in this RFP are cited on p 3-4; to locate the entire plan please refer to the Santa Cruz County United Way for the Youth Violence Plan (www.unitedwaysc.org/youth-violence-prevention) and for Santa Cruz County First 5 plan, to their website (www.first5scc.org).

3. *Where do I find the City’s funding priorities?*

Please see p. 3-4 and p.21 in the RFP.

4. *For applications that are requesting funds for Result Areas that are city funded, do the services have to be provided to Santa Cruz City residents?*

It is not required for programs to only serve City residents. The City's funding priorities are outlined in Appendix 1, p 21 in the RFP. It is recommended for respondents to review those documents to discern the preferred focus of City funding.

QUESTIONS RELATED TO REVIEW PANELS:

5. *If “Program Wonderful” is developing a scope of work that targets 2 different Strategic Plans and therefore 2 different result areas (one in each strategic plan), will the application from Program Wonderful be reviewed by 2 review panels or*

only one? (or do you believe you have already answered this in Q&A # 7 from 12/19?"

Please see p. 8 of the RFP which states "All responsive applications will be submitted to one panel made of individuals with specific expertise who will review, score and make preliminary funding recommendations." You may also see the answer to Question #32, below in the section posted on December 19.

6. *How are the materials being produced for the review panels? Electronic? Hard copies?*

The process for distributing materials to the panels is currently under review.

QUESTIONS RELATED TO PROPOSAL

7. *My question relates to whether or not we should be submitting two applications? On page 10 of Instructions for Applicants, No.1 it states "A single application should be submitted per distinct program." We have two distinct programs, and in the past we have submitted one application including both programs. We distinguished each in our scope of work.*

If you are proposing two distinct programs then yes, it requires two separate proposals. The proposal will be rated on the items listed in the RFP Evaluation Criteria (found on p.9 in the RFP) and not on past practice. Applicants may take advantage of individual technical assistance sessions, once they have completed a workshop, in order to gain assistance on developing a scope of work. Information on accessing this assistance is found on p. 7 in the RFP. You may also review the answer to Question 40, posted on Dec 19, for further information related to this question.

8. *Because one of our programs is only in South County, how do I logistically do this if I submit one application which goes to both the County and City of Santa Cruz?*

As noted above, if the programs are distinct from one another, they should be in separate proposals. Given that proposals are scored on the criteria noted on p. 9 of the RFP, and not based on location of the program within the County, there is no detriment to submitting a proposal for a south county program. Awarded programs may be funded by the City or County independently or co-funded by both agencies.

9. *We will be submitting multiple applications. Should we include Form C (affidavit) and Agency Budget with each application packet?*

Yes, please submit all required and relevant documents for each distinct proposal as noted on p.15 of the RFP.

10. *We will be submitting our application on thumb drive. Should we have one thumb drive per application or can we submit just one thumb drive that includes folders for each separate application?*

One thumb drive including folders is sufficient. You may wish to submit the thumb drive with a cover sheet indicating the number of proposals being submitted to ensure clarity.

11. *When there are overlapping EBP articles, should we submit them multiple times for each application?*

Yes, please submit all required and relevant documents for each distinct proposal.

12. *For Form C- Do we list every single program location for Encompass or just the main administrative offices? There are over 50 physical program locations.*

List the main administrative office in Form C, Question 1. A program service site may be listed in Form C, Question 5.

13. *There is no unknown category for household income on page 9 and that data is uncollectible for crisis line callers and most outreach participants. Can that be added?*

If question 6 on page 9 of Form A does not apply to the proposed program, please type "N/A" on the "Total" line under the column labeled "Number." If you would like to provide an explanation please do so in the answer section for question 7 on Form A (page 9).

DECEMBER 20, 2016

QUESTIONS RELATED TO BUDGETS

1. *In reviewing the RFP and looking at the Budget, I see that I cannot fill out how much we would like to request from the County and how much from the City. Do we fill it out twice, once for the city and once for the county? And, does the \$15,000 minimum request also apply to applications to the City?*

As stated in the RFP on p.17, "Applicants need only submit one application per program for both County and City funding requests. There is no need to specify different allocations for the County and the City." Only proposals of \$15,000 and over will be considered. While the County will review all proposals, the City will only review proposals that target the result areas that align with Table 1 on p. 3 and 4 of the RFP.

QUESTIONS RELATED TO EVIDENCE BASED PRACTICE

2. *Does the EBP requirement also apply to proposals for City funding?*

On page 1 of the RFP it states that the City and County are both funding EBPs and on the Evaluation Criteria on p.9 the requirement is detailed.

QUESTIONS RELATED TO PANEL REVIEW

3. *How will consistency of scoring be assured when panels and panelists vary from group to group? For example, the Health Proposal panelists may be liberal scorers, while the Homeless panelists might be more conservative? Will any adjustments be made to address this challenge (e.g., rank applications #1, #2, #3, etc, within a group rather than provide a numerical score).*

Proposals will be scored and ranked. Potential inconsistencies will be minimized through standardized instructions, processes and scoring criteria.

4. *How will multiple applications from the same PROGRAM (not agency) be compared and prioritized?*

Each proposal will be scored separately using the Evaluation Criteria on p.9 of the RFP and then ranked.

5. *How does the involvement of partner organizations in one's application affect the scoring if those partner organizations are also applicants themselves?*

Each proposal will be scored separately using the Evaluation Criteria on p.9 regarding partnerships.

6. *Will panels be aware of prior year allocations?*

Past Community Programs allocations are public information and can be found on the County of Santa Cruz website under the County Budget and Financial Reports. Members of the review panels will not be required, nor asked, to review past allocations.

QUESTIONS RELATED TO PROPOSAL

7. *If responses to questions on Form A – Application exceed the character limit can the character limit be expanded or can applicants attach supplementary pages? Additionally, if an applicant does attach supplementary pages, will they be penalized in the final scoring of their application?*

It is expected that proposals can be completed within the page and character limits within the application. There will be no penalty yet the supplementary material may not be reviewed by the expert panel.

8. *If an agency has an EBP that addresses one primary result area from a strategic plan that only the County is funding but the City is funding the second result area from the same plan, do we need to submit two applications, one for each result area under the strategic plan, in order to qualify for funding from both the City and the County?*

As stated in the RFP on p. 3, "If the proposed services target more than one Result Area, the applicant is to select a primary (1), secondary (2) and tertiary (3) result area, if applicable." It is at the discretion of the applicant to decide to submit one or more proposals. If applicant is submitting a proposal to receive

funding from the City the applicant must apply for a result area that will be reviewed by the City.

9. *If an applicant is applying for funding of two EBPs from the same program that align with two different result areas from the same plan, but one is not funded by the City (e.g. Youth Violence Prevention Plan), should the applicant submit two different applications for each EBP or indicate on their application that they have a primary and secondary result area? If they choose to indicate two result areas, will they both be reviewed equally?*

Please see answer to question above.

10. *If applicants do not know where the clients live, can we put "County" and "100%" under question 5 of the RFP where the target population resides?*

On question 5 of the application (p.8) there are rows labeled "Other" where applicants can manually enter an alternative area should those listed in the rows above not be sufficient.

OTHER

11. *Will modifications continue to be made to the RFP and how will the County/City ensure that all applicants know about the change?*

As noted on p.19 of the RFP, "...the County will issue minor clarifications or instructions in the form of a Questions and Answers document posted on the website. It will also be noted on the RFP which is posted on the website. Although not anticipated, should it become necessary the County will post an RFP addendum. An addendum would be posted on the HSD site and emailed to all known applicants." Questions and Answers documents will be posted weekly and corrections will be listed at the top of the document in the Errata section.

DECEMBER 19, 2016 – QUESTIONS RECEIVED AT APPLICANT CONFERENCE

QUESTIONS RELATED TO BUDGETS

1. *Are all 3 years included in the program budget narrative and described separately if there are differences between years?*

Yes, the one Budget Narrative Field may be used for entries relating to each of the three budget years.

2. *Can a program budget be in whatever form we want?*

No, as stated on page 14 of the RFP, "Program Budget: The applicant is to complete the CORE Investments budget template form." CORE Investments RFP applications must include the Form B - Budget template which may be downloaded from the HSD website. A different Excel form from the one provided in Form B will not be considered responsive.

3. *Do miscellaneous operating expenses include all items not specifically listed under non-personnel?*

No, the line item for miscellaneous operating expenses on the Budget template (Form B) is for those expenses that do not fit easily within the other non-personnel categorizations. A Budget Narrative column is available for applicants to provide further description on any line item, should it be desired.

4. *Do you require a separate agency budget for all three years of budget? And from each proposal?*

No, only the current year is required. As stated on page 15 of the RFP, "All applicants must submit a copy of their current Agency Budget. If the agency uses a June to July budget cycle this would be for FY 2016-17 or if the agency uses a Calendar year this would be for 2016. Federal Fiscal years will also be accepted. "All formats will be considered responsive. Each proposal must include an Agency budget even if the agency is submitting multiple proposals.

5. *Do you require a separate agency budget for each proposal submitted by a single organization?*

Yes. As stated on page 15 of the RFP, "All applicants must submit a copy of their current Agency Budget. If the agency uses a June to July budget cycle this would be for FY 2016-17 or if the agency uses a Calendar year this would be for 2016. Federal Fiscal years will also be accepted. "All formats will be considered responsive. Each proposal must include an Agency budget even if the agency is submitting multiple proposals.

6. *How much necessary evaluation costs will be allowed?*

The Program Budget instructions section, on p. 14, does not note nor place a limit on evaluation costs.

7. *How should personnel step increases be accounted for if each budget year total is to be the same?*

See p. 14. "Applicants must specify the line items for each annual budget within the three-year budget template. For some applicants the annual budgets will be identical, and for others the line items may differ, but the total requested amount must be the same for each year."

8. *Is there anything else required in the budget narrative field other than whether a position is bilingual?*

As noted on p. 14, the only required entries in the Budget Narrative are to specify if personnel funded through the program is bilingual and to provide justification for the administrative overhead rate requested in the application (if it is requested). See the following phrases on p. 14: "For each position listed, please note in the Budget Narrative column if personnel in the position are bilingual" and "All administrative overhead rate requests must be justified in the Budget Narrative column." The Budget Narrative column may also be used to provide further information on any line items.

9. *Page 15 does not mention requirement of a program budget. Is a program budget necessary?*

Yes. As stated on page 15 the RFP under Program Budget, "For each line item in the budget form, the applicant is to identify the costs related to the funding being requested as well as the additional costs for the full program's implementation." This means that on the Budget (Form B) the applicant is to identify all the line items of the program and delineate what is being requested and what are the additional costs of the program, this will create a full program budget.

10. *Technical Assistance EBPs for senior programs are much more readily available through academic sources than government clearinghouses but those require fees and subscriptions to access. Is there any support available for those fees or for an organization willing to provide access and assistance?*

As referenced on p.18, "Applicant is solely responsible for all costs incurred in preparing for or submitting the proposal." In the RFP budget instructions, on p. 14, there are no restriction placed on including costs, fees, or subscriptions for EBP resources in the CORE Investments proposals.

11. *There's not much budget narrative room when it asks to clarify. Are there character limits on any other sections of the application? Are they noted?*

On Form B, the budget narrative columns may be expanded. There are no character limits. On Form A, Application, where there are character limits, they are noted.

12. *We tie our budgets in together but you're not necessarily going to see them tie. How can we make that clear for you to review?*

As stated on page 14 regarding the Agency budget " If the agency uses a June to July budget cycle this would be for FY 2016-17 or if the agency uses a Calendar year this would be for 2016. Federal Fiscal years will also be accepted." An agency budget may be on a different budget cycle than the program request budget (Form B) which must be for three years on a July to June budget cycle. Applicants may consider using the budget narrative lines in Form B for any additional information on budget line items.

13. *Where is the narrative to "justify" budget expenses? How will instructions to "raters" qualify this?*

There is a column on the Budget template (Form B) titled Budget Narrative where applicants may add text related to the line item costs. The Evaluation Criteria provided on p. 9 of the RFP identifies that the proposal will be evaluated on whether a program budget is reasonable and is sufficient to achieve the proposed outcomes.

14. *Can funding be used to leverage MediCal?*

Yes, CORE Investments may be used to leverage dollars, such as MediCal.

15. *CPI Increases were said to be included on an average basis 100 (year 1), 105 (year 2), 110.25 (year 3). CORE requests 105.08 for 3 years. How will we carry forward year 1? Non-profit funding has limited tools to do so.*

See p. 14 for budget instructions. As stated on p.14 "Applicants must specify the line items for each annual budget within the three-year budget template. For some applicants the annual budgets will be identical, for others the line items may differ, but the total requested amount must be the same for each year." Awarded contracts will not be allowed to carry forward any unspent annual funds from one year to the next.

16. *CPI increases were said to be increased on an average basis. Does that mean we average them out?*

As stated on p. 3 of the RFP, "The County and City are providing funding for three-year CORE Investments contracts. Funding requests should be the same for each of the three years, although the applicant is encouraged to anticipate increasing staffing costs during this period and plan accordingly. "

17. *What about increased staffing cost?*

As stated on p. 3 of the RFP, "The County and City are providing funding for three-year CORE Investments contracts. Funding requests should be the same for each of the three years, although the applicant is encouraged to anticipate increasing staffing costs during this period and plan accordingly. "

18. *Are there any restrictions on the budget allocation? Can the funding be used for operating cost? Will it only cover direct service? There aren't guidelines to that. You want admin overhead pulled out and justified?*

P. 1 of the RFP states that "in addition to proposals for direct services, proposals that build capacity and/or support non-profits to implement EBPs will also be considered." In addition, as stated on p. 14 of the RFP, "Budgets may include personnel and/or non-personnel line items...Budgets may include direct services personnel as well as administrative personnel" and "if requesting funds for non-personnel items, utilize the categories listed under non-personnel in the budget form." Administrative overhead is an option on the Budget Form (Form B). Please note on p. 14 it states "All administrative overhead rate requests must be justified in the Budget Narrative column."

QUESTIONS RELATED TO EVIDENCE BASED PRACTICE

19. *I have a logic model evaluation and tool that has been used in the past to measure program effectiveness. Would I use the innovation framework?*

Please refer to the Level of Evidence Criteria found on p.5 of the RFP to identify the level of your proposed EBP. Further explanation of the criteria is included on p.10-11. You may also access group workshops and individual sessions on key

concepts in the RFP, which includes EBPs. A link to sign up sheets can be found on p. 7 of the RFP.

20. Will all levels of EBPs be evaluated equally? Equally weighted? E.g.: clearinghouse tier 1 or to, versus innovative

As referenced on page 9 of the RFP, EBPs will be evaluated by the degree to which the applicant has provided evidence for the EBP.

QUESTION RELATED TO COMMUNITY INDICATORS

21. We are asked to talk about how outcomes will address results to collective impact areas but there isn't collective info other than data on children. The CORE indicators for preventing and reducing homelessness measure exclusively looks at data about homeless children. Does this mean there is a preference for services to families with children, as differentiated from seniors, people with disabilities and other populations?

See the Evaluation Criteria, on p. 9. No, there is not a preference for services for families with children over other strategic plan areas serving other populations. Proposals will be evaluated using the Evaluation Criteria on p.9 and not by community level indicators.

22. Questions Related to Partnerships

For partnership scoring related to match, how will points be assigned for identified match? Can you get all ten points without a match? What is "as appropriate" related to citing matching funds? Can any funds qualify as match in-kind versus cash match? Will match fund expenditures be tracked or recorded?

Refer to the Evaluation Criteria on p. 9, "The program identifies partnerships and the total proposed budget cites matching funds." See p. 14 for instructions on completing Application questions regarding partnerships and match funding. Match funding is defined on p.14 as "the portion of the program's funding that is required in order to receive the additional funding." Contract terms will determine if matched funds will be tracked or reported. The reviewers will consider both partnerships and matching in their review.

23. What qualifies as a partnership? How formal do partnerships need to be? Do fiscal partners need to require matching funds?

Please refer to RFP p. 14 and the information on partnerships, and the partnership section of the CORE Investments Application Form (Form A). P. 14 states "partnerships do not need to be of a fiscal nature." In addition, if noting the request will match dollars, match funding is defined as "the portion of the program's funding that is required in order to receive the additional funding."

QUESTIONS RELATED TO SERVICES

24. What is the role of cultural competence and racial diversity on CORE?

As referenced on p. 9, the RFP includes Evaluation Criteria on whether the proposed program will implement with linguistic and cultural competency. There are opportunities to identify this capacity within your proposal, specifically in Form A of the application, section b) Program Background and Capacity and it is requested that in the budget narrative the bilingual capacity of staff be noted.

25. How will mandated services be addressed?

The CORE Investments RFP does not reference or specify mandated services. It is not included in the Evaluation Criteria found on p.9. On the Application Form A, on Question B-1, applicant may consider providing information on any relevant program history.

QUESTIONS RELATED TO FUNDING

26. How does the name change from Community Programs to CORE Investments affect the funding source for safety net services?

The funding source is the same - County or City general funds - but the funding model has changed to one where the focus is on results and evidence-based practices. In the future, the intention of CORE Investments is to solicit other funds for collective impact.

27. How will funds and allocations/applications be split between County and City?

Awarded proposals may be split at the discretion of the City and County.

28. The County and City are not in agreement as to which Strategic Plan various programs are aligned with. How will that inconsistency be resolved?

As noted on p.3 of the RFP, "The funding levels are approximate amounts and are subject to change at the discretion of the Board and/or Council." This will allow for flexibility in the event of one program aligning with more than one result area.

29. Will items be fully funded or partially?

Awarded proposals may be fully or partially funded.

QUESTIONS RELATED TO PANEL REVIEW

30. How will service preferences be factored in? Local vendor, veterans, living wage, prevailing wage?

See p. 9 of the CORE Investments RFP Evaluation Criteria. As stated, 5 points will be allowed for a qualified local vendor. No other preferences than those outlined in the Evaluation Criteria are noted in this RFP.

31. How will an application targeting 2 areas say seniors and youth be handled?

As discussed on p. 10 of the RFP, "a proposed program must align with at least one Strategic Plan Result Area. The program may align with a maximum of three

Result Areas and they may be from different Strategic Plans. If selecting more than one Result Area, please select the primary (1), secondary (2) and tertiary (3) result area. Please note your proposal may be reviewed by any panel addressing your selected results or a panel reviewing similar programs."

32. How will an application targeting two result areas be handled?

As discussed on p. 10 of the RFP, "a proposed program must align with at least one Strategic Plan Result Area. The program may align with a maximum of three Result Areas and they may be from different Strategic Plans. If selecting more than one Result Area, please select the primary (1), secondary (2) and tertiary (3) result area. Please note your proposal may be reviewed by any panel addressing your selected results or a panel reviewing similar programs."

33. How will the review panels be selected?

As stated on page 8 of the RFP "The review panels will be made up of combinations of qualified researchers and practitioners with content expertise in the Strategic Plan area, individuals from the community with lived experience in the Strategic Plan area, Strategic Plan representatives and community leaders who are not applicants for CORE Investments funding and County and City staff. There will be four panels: Children/Youth, Homelessness, Seniors, and Health. The Children/Youth and Health panels will each have representative experts from multiple strategic plan areas."

34. Will all scoring be transparent by reviewer and in terms of other proposals? Will each individual applicant receive their score directly?

Each applicant may request their score and summary findings.

35. Will Strategic Plan owners be provided the opportunity to comment on whether or not proposals align with strategic plan goal listed in an agency's application?

On p. 8 of RFP indicates that Strategic Plan representatives may be included in the expert panels that will review the applications. It states: "The review panels will be made up of combinations of qualified researchers and practitioners with content expertise in the Strategic Plan area, individuals from the community with lived experience in the Strategic Plan area, Strategic Plan representatives and community leaders who are not applicants for CORE Investments funding and County and City staff."

QUESTIONS RELATED TO PROPOSAL

36. In program funding amount requested, is that the total amount requested?

Yes, On Application, Form A, the Total amount requested is the total amount the proposal is requesting. This should correlate to the total amount requested on the Budget, Form B. Please see p. 14 for instructions on completing the budget.

37. *Multiple service agency with 10 programs will do 1 city, 1 county, with 10 different programs in each?*

As stated RFP p. 17, "Applicants need only submit one application per program for both County and City funding requests."

38. *Can you (an eligible applicant) submit multiple proposals?*

As stated on page 17 of the RFP, "Proposals shall be for one distinct program. Multiple proposals will be accepted from eligible applicants. For example, one agency may submit several proposals for different distinct programs. Collaborative proposals will also be considered, however a lead agency must be clearly specified and the lead agency would be entirely responsible for any awarded contract that results from this RFP."

39. *Does RFP use the terms "organization," "applicant" and "program" interchangeably? For example, for A. Summary and Contact Information- item 12 Program Funding Amount Requested: \$__. Is this is the total amount requested by the applicant organization?*

Not all terms are intended to be used interchangeably. Applicant, Organization and Agency may be used interchangeably. An Organization or Agency is the legal entity with which an awarded contract would be procured. The applicant defines the term "program". Please refer to the Evaluation Criteria on p.9 in the RFP to guide your proposal. Please note that the use of the term "program" for the purpose of this RFP may or may not be consistent with the use of the term in other contexts. Under the Application, Section a, No. 13, the amount requested by the applicant for the proposed program should be entered in this field.

40. *What constitutes a program?*

The applicant defines the "program". Please refer to the Evaluation Criteria on p.9 in the RFP to guide your proposal. Please note that the use of the term "program" for the purpose of this RFP may or may not be consistent with the use of the term in other contexts.

41. *Is a proposal per strategic planning metric?*

Note on p.17 it states" Proposals shall be for one distinct program. Multiple proposals will be accepted from eligible applicants. "And on p.10 it states "In order to be considered for funding, the proposed program must align with at least one Strategic Plan Result Area. If selecting more than one Result Area, please select the primary (1), secondary (2) and tertiary (3) result area." Therefore, proposals are by program, but each proposal must cite at least one Result Area.

42. *Should a capacity building proposal be separate from a "direct service" proposal or can they be on the same application?*

As stated on RFP p. 1, proposals may be submitted for direct services, and "proposals that build capacity, and support non-profits to implement EBPs, provide direct services or capacity building will be considered." It is the applicant's decision as to what services they will propose. The proposed program is defined by the applicant. Refer to the Evaluation Criteria on p. 9 for more information on how the proposal will be rated.

QUESTIONS RELATED TO CONTRACTING

43. *Ongoing contracts and invoicing, at times, requires personnel costs – backup/timecards and hours. How will the true independent contractor language and civil code explanation of the courts test be used in contracts? Will a simple invoice be sufficient? As to not tie to hourly?*

On page 19 it states, "In the event that an organization is selected for funding, additional documentation will be required in order to develop a contract for services." And "All County awarded contractors will be required to submit regular invoices and semi-annual reports in a new shared contracts database." For awarded proposals, when the contract is developed, invoicing will be reviewed.

44. *Budget Form B notes funding for 3 years. Once funded, is there a process to make any revisions for year two and year three budgets before those years begin? Do we only apply once every three years or each year?*

For awarded proposals, when the contract is developed, contract, invoicing, and reporting procedures will be reviewed. At that time, the process to move money within line items, that do not change the total amount per year, will be reviewed. Applications are only required once for this three-year term.

45. *Will items be fully funded versus partially? If partially, how will contractual service be changed to address cost per service reflective charge?*

Awarded proposals may be fully or partially funded. RFP p. 19 references that all awarded programs are subject to negotiation of terms prior to contracting. Contracts will be reflective of awards.

QUESTIONS RELATED TO SET-ASIDE FUNDING

46. *November 22nd letter to the Board addressed allocations of \$150k. When and how will that process be announced? When can we expect information about the City and County application and process for the dollars set aside for priorities outside of CORE (5% of City funding; \$150,000 County funding.)*

Set aside funding will not be allocated nor awarded through this RFP process. Furthermore, both the County and City's set aside processes will take place after this RFP proposal process. The County and the City of Santa Cruz will communicate and post any process information on their respective websites when they become available.

QUESTIONS RELATED TO OTHER FUNDERS

47. When will the CMC be open to complete applications for city of Capitola, Scotts Valley, city of Watsonville, United Way?

Response to this RFP is separate from the Contract Management Center application process. Please contact the respective funder for clarification on their funding application process.

48. Will United Way & City of Watsonville continue to use the CMC system?

Please contact the respective funder for clarification on their funding application process.

OTHER

49. Will you provide the mapping of agency programs for the City and County?

If this question refers to a map of where funded agencies are located in the County, then no the County and City do not intend to provide this type of mapping.

DECEMBER 13, 2016

Questions received from applicants were the same as from posting on 12/06/16 and there were no new questions to post for this week. Please see 12/19/16 for posting of questions and answers from the 12/09/16 Applicant Conference.

DECEMBER 6, 2016

1. Will there be training provided for CORE Investments RFP applicants and where will it be located?

Yes, training will be provided. Please see RFP Section A-4: Support Programs on Key Concepts, pages 6-7, for information on how to access a variety of opportunities for training on key concepts and RFP Section B-2: Submission Instructions, pages 16-17, for information on an Applicant Conference, held on December 9.

2. Is registration required for the Applicant Conference on December 9, 2016?

No, registration is not required for the Applicant Conference.