



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: May 1, 2018

HSS –18-017

AMERICORPS REQUEST FOR COMPETITIVE, FORMULA, AND PLANNING APPLICATIONS: 2018-2019

For

Division of State Service Centers

Date Due: May 17, 2018
By 11:00 AM Local Time

ADDENDUM # 3- Questions and Answers

Responses to questions received by the deadline of April 12, 2018 and asked at the Pre Bid meeting, April 19, 2018.

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE ABOVE MENTIONED RFP.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

Kimberly Jones
Purchasing Services Administrator
302-255-9290

Charles Harris
Social Services Administrator

ADDENDUM #3- QUESTIONS AND ANSWERS FOR
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AMERICORPS REQUEST FOR COMPETITIVE, FORMULA, AND PLANNING APPLICATIONS: 2018-2019

The following questions were received via email:

Q1. In reference to the Issue Area (RFP, page 44, paragraph 1) Issue Areas, should we select just one area, which is our primary focus? Is there any benefit to selecting more than one if our program has a secondary focus?

A1. There is no benefit to selecting more than one focus area as far as quantity is concerned. However, if a program has a significant emphasis in more than one focus area, both focus areas should be selected.

Q2. In reference to “What type of program will this proposal pertain? (Under the heading ‘AmeriCorps Members,’ RFP, page 45, paragraph 2) We are considering applying for a planning grant; however, we would still like to explore opportunities to match veterans and/or veterans’ caregivers/family members in our program with AmeriCorps volunteer positions? Can we still include AmeriCorps members in a Planning Grant proposal? Or, can we refer our families to other AmeriCorps programs in Delaware for volunteer opportunities?

A2. No, AmeriCorps members cannot be included in a planning grant.

Q3. This pertains to the Budget (RFP, pages 52-56, Appendix E). Is there a range (as in amount) that a program can apply for under the Planning Grant category?

A3. Yes, there is a range that a program can apply for in the Planning Grant category. Planning grant amounts range from \$20,000.00 to \$40,000.00.

Q4. This pertains to the Readiness Self-Assessment section (RFP, pages 46 through 51, Appendix D). We are a Delaware Chapter under a national non-profit umbrella. Some of the questions/answers in this section are directly applicable to our program, services, board and structure of our Delaware Chapter. But with some questions, we may have to reference our National group. Is this permissible?

A4. It is permissible to reference the National group in answering Readiness Self-Assessment questions.

The following questions were asked at the pre bid meeting:

Q5. Can school employees give references?

A5. Yes, school employees may provide references for applicants. State employees with “state.de.us” email addresses may not provide a reference for applicants.

Q6. What is the timing on Federal Funding?

A6. The timing of the awarding of the federal funding is not formally scheduled. Submission of applications is usually due in early June and awards are made shortly thereafter.

Q7. What is the language for Transmittal letters, in regard to working outside of the United States?

A7. The language in the transmittal letter regarding no activity outside the United States is listed on page 24 of the RFP:

Q8. How are we able to get contact information to collaborate with other organizations?

A8. The pre-bid meeting attendance sign-in sheet can be found as a supporting document on the RFP Bid Status Details.