



# RFP: Gender-Based Violence and Developmental Disabilities Training and Resource Development Services

## Questions and Responses

- 1) Where are the links to the budget and work plan templates?
  - a) The templates are now accessible via the linked RFP.
- 2) For the RFP, it says that it must be "No longer than 25 pages single sided, exclusive of cover letter." Does the 25-page limit include the required documents for signature, budget, and other attachments (such as relevant staff resumes?)
  - a) No, the supporting documents are excluded from the 25-page count.
- 3) I am an owner of a for-profit small business and am the only employee. I have two people that are independent contractors who do some tasks for me, but otherwise, it is just me. Are for profit organizations able to apply?
  - a) Yes, for-profit organizations are eligible to apply.
- 4) Given I am the only employee, would I need the sexual harassment statement and the Gender based violence and workplace?
  - a) Yes, you will need a sexual harassment statement. Sexual harassment statements apply to employers of one or more, as well as contractor employees, so please include that in your proposal. Provide a gender-based violence and the workplace policy if you have one.
- 5) The work plan: Since it is a collaboration, I would imagine the work plan would be developed together. Are you asking for a sample work plan to demonstrate the ability to create work plans? And would the work plan be for one year from May 6, 2024?
  - a) The final workplan will be a collaborative effort, but your response to the RFP must include a complete workplan in order to allow OPDV to assess the organization's ideas about what work will be accomplished. We are seeking to determine how the organization envisions accomplishing all deliverables listed in the RFP. The workplan should be for one year, starting May 6, 2024.
- 6) Is there a match required for this project?
  - a) No, there is no match requirement for this RFP.
- 7) I work with two independent contractors who will help with reporting/invoicing, etc. Do you need them listed on the grant application? They aren't employees, but I will contract with them to do some work on this project.
  - a) Yes, please provide all required information for the proposed contractors.