



Onondaga County  
Executive Department

Division of Purchase

JOANNE M. MAHONEY  
County Executive

*John H. Mulroy Civic Center, 13<sup>th</sup> Floor*  
421 Montgomery Street  
Syracuse, NY 13202  
[www.ongov.net](http://www.ongov.net)  
Phone (315) 435-3458  
Fax (315) 435-3424

ANDREW TROMBLEY  
Director

October 13, 2017

Addendum #2

Subject: Alliance for Economic Inclusion Funding under RFP #17-AEI-001.

This addendum will address questions Onondaga County has received regarding Alliance for Economic Inclusion Funding under RFP# 17-AEI-001. Several providers asked the same question, and each question is answered only once. All provider specific information has been redacted from the questions.

**\*\*\*NOTE#1 : Deadline Extension: The deadline for responses to RFP #17-AEI-001 is being extended two weeks until Friday, November 17, 2017, at 4pm.\*\*\***

**\*\*\*NOTE#2: Please limit the size of your proposal to fifteen (15) pages, five (5) for general responses and the signature page, and ten (10) pages in response to Section 7. Additional supporting documentation can be included as attachments.\*\*\***

**\*\*\*NOTE#3: For your convenience, a Word document version of the Request for Proposal is included as an attachment to this addendum. We are providing the Word document in the event you may find it helpful in preparing a response to the RFP. The PDF version of the RFP is the official document, and the terms and conditions set forth therein are the official Request for Proposal.\*\*\***

**\*\*\*NOTE#4: Sally Fisher has offered to discuss collaboration with anyone who may have legal needs associated with the work they are proposing. Here is her contact information for anyone interested -**

Sally Fisher Curran, Esq.  
Executive Director  
Volunteer Lawyers Project of Onondaga County, Inc.  
221 S. Warren St. Suite 320  
Syracuse, NY 13202  
Phone 315-579-2576  
Fax 315-939-1466  
[scurran@onvlp.org](mailto:scurran@onvlp.org)

Q1: Is it worthwhile for a sole proprietor to submit a response?

A1: Yes, absolutely.

Q2: What do you expect the award size to be?

A2: **Unknown, the awards will relate to the impact of poverty on the community. There is a \$30M expenditure authorized by the State to be spent on the project over five years.**

Q3: How many grants do you expect to make?

A3: **Unknown at this time.**

Q4: May organizations submit more than one proposal?

A4: **Yes.**

Q5: If an organization is a partner on a proposal, may it also submit a separate proposal on its own.

A5: **Yes.**

Q6: How strong is the preference for region-wide as opposed to county-wide proposals?

A6: **No preference. Impact on poverty and moving the needle to address issues of poverty is the number one priority of the Alliance.**

Q7: May our federally approved indirect rate be used? If not, what indirect rate is acceptable?

A7: **There is an assumption this relates to reimbursement of costs. The answer is yes, you can propose at any rate. Costs to impact will be factored into the evaluation and award.**

Q8: Can proposals be submitted at a future date or is the November 3, 2017 deadline the final deadline for the grant? Given the five year arc, will there be an opportunity to apply beyond the current deadline?

A8: **This question will be answered in two parts:**

**Part 1 –several requests from participants to extend the deadline have been received. Based on those requests, and as part of the addendum that will be issued on Friday, October 13, 2017, the deadline is being extended two weeks to Friday, November 17, 2017.**

**Part 2 – other awards in future years may happen depending on resources allocated in Year 1. At this time, it is unknown on how many future years awards will happen. A lot will depend on how many proposals come in Year 1.**

Q9: What are some examples of what the Alliance for Economic Inclusion (Alliance) means by regional? Specifically, by regional does the Alliance mean, for instance, across neighborhoods in Syracuse, or across two or more of the five counties?

A9: **The Alliance is looking for proposals that impact poverty in Central New York. They can be targeted or they can be multi-county, they can be scalable. Those five counties and six cities mentioned, if there is a multi-phased approach or a project that would impact multiple municipalities, it should be proposed if you wish, or you could propose one for an individual town, city, or county.**

Q10: Are there costs that are unallowable or ineligible for Alliance funds?

A10: **Ineligible expenses include, but are not limited to:**

- alcohol
- out of state travel
- prizes and awards
- honoraria
- fundraising events or expenses
- grant writing costs
- fines and penalties
- deficit funding
- religious activity
- refreshments for meetings
- land acquisition
- taxes
- bond interest and associated fees
- contingency costs
- Lobbying expenses
- costs incurred prior to the contract start date
- costs that are not adequately justified or that do not directly support the project

**Indirect or overhead costs of the proposal, including but not limited to: rent, telephone service, general administrative support, computers, office equipment, general office supplies, general operations costs, membership fees, subscription costs etc, should be a maximum of 15% of the proposed costs.**

Q11: What is the process for proposed review and what is the expected timeline?

A11: **We would like to move as fast as government can possibly move, as quickly as possible. The Alliance timeline: (1) submissions will come in on November 17, 2017; (2) the Allocations Committee of Alliance will review proposals; (3) allocation recommendations will be presented to the full council; and (4) the full council will ultimately have a say in the allocations; (5) selected proposals will be sent to New York State for approval; (5) upon State approval, Onondaga County will enter into a contract with the awardees and services can begin upon approved contract. Their hope is that this will happen very early in 2018.**

Q12: It is our understanding that the \$30M would be spent over five years, with the plan to spend \$6M/year. Is this the current understanding, if not, explain how the money will be spent?

A12: **There is no set number in Year 1. If there is a proposal that requires a commitment of more than \$6M, or a multitude of proposals that total more than \$6M, the Alliance will award the necessary amount of funding. The Alliance is looked for the best ways to impact poverty in Central New York. There may not be multiple rounds of funding. It is a decision the Alliance will make moving forward. The recommendation is that you put your best proposal in for Year 1, as funding becomes available for Years 2, 3, 4, & 5 they will make you aware at that time.**

Q13: How will vendor success in achieving proposed outputs and outcomes be monitored and measured by the funder?

**A13: They will be measured by the Alliance. The Program Committee of the Alliance will expect quarterly reports at a minimum, and New York State will also expect reporting as well.**

Q14: Is it necessary to propose five years of the same program plan where activities and budgets for Year 1 are the same as 2, 3 & 4?

**A14: No, it is not necessary. If it is a five year plan, the proposal should address the sustainability of the program beyond the five year funding.**

Q15: How will vendors' submissions proposing gradual rollout of activities over several years be reviewed and considered?

**A15: The Alliance will consider any proposal put before it and will evaluate to the best of their ability how that proposal will impact poverty in Central New York, and will make award recommendations based on that.**

Q16: Is there an anticipated start date for projects?

**A16: As soon as the contract can be executed, a project can begin.**

Q17: The project period is listed as one year with the possibility of one year extensions in two subsequent years. Is the submission of a multi-year budget permissible?

**A17: Yes, sustainability should be addressed in the budget.**

Q18: Will partial awards be made if a full request can't be accommodated at the cost and scale initially proposed?

**A18: Possibly. It's dependent on the availability of funding considered by the Alliance.**

Q19: Are there any additional restrictions regarding proposal format, e.g., paging, space limit, etc.?

**A19: Proposals should not be longer than fifteen (15) pages. With the high volume of proposals expected, it is in your organizations best interest to include only relevant information.**

Q20: Are letters of support or letters of commitment from partners permissible to include?

**A20: Yes, include them at the end of your proposal as an attachment.**

Q21: Page 5, Section 3.2.3.2 states. "Explain how your solution or approach addresses the requirements provided in this RFP." Does the term requirement refer to the items outlined in Section 7, Scope of Service?

**A21: Yes.**

Q22: Section 3.2.3.3 states, "Provide a summary or overview of each proposed solution, for each corresponding component of Scope of Work offered in this proposal." Is the component the same as requirement noted in Section 3.2.3.2 or does the component refer to a different element or phase of the project? And how does this subsection differ from Section 3.2.3.1? Summarize your understanding of the scopes of the RFP?

**A22: In brief, Section 3.2.3.1 talks about goals and outcomes. Section 3.2.3.3 talks about how your proposal will lead to a solution as much as possible for poverty in the Central New York region.**

Q23: Page 5, Section 3.2.3.6. Is this the section where the budget request and all leverage resources should be listed? Should this be presented as a line item budget with justification?

**A23: Yes and Yes.**

Q24: Page 6, Section 3.2.5.1 indicated that the work plan should be provided for each component if provided separately. Can you clarify the term component and what is meant if proposed separately?

**A24: A detailed explanation of each component of service should be explained with costs associated listed.**

Q25: Page 12, Section 8.4 states that certain criteria to be evaluated may include references. Does this refer to citations demonstrating quality of program design or evidence of its effectiveness, or does this refer to references from clients?

**A25: It can refer to both. Attachments and letters of recommendation are permitted.**

Q26: Has the committee announced a theory of change or a logic model they want participants to follow in replying to the RFP?

**A26: No. The whole scope of what the committee is looking for is in Section 7, "Scope of Service."**

Q27: Indirect costs – are they allowable or not?

**A27: Please see answer to Question #10.**

Q28: Are brick and mortar projects eligible?

**A28: Yes. The RFP was written in a manner that allows the creativity of Central New York to shine through. It was opened up so that anyone in the room, or those who are not present today, can read it and propose ideas that can become more concrete and hopefully become supported. It is not specific intentionally so that it did not limit ideas. There are not percentages of funding dedicated to a particular program or bucket.**

Q29: Are transportation costs of participants allowable?

**A29: Yes.**

Q30: Will consideration be placed on areas that are more impoverished than others?

**A30: Proposals will be reviewed on merit. Whether or not a particular area of impoverishment is prioritized is at the discretion of the 24 members of the Alliance – there is broad representation. The goal is about creating economic opportunity to address poverty in Central New York.**

Q31: Does the Alliance have a preference for projects that provide direct services to individuals compared to projects that might work on policy issues that address poverty in the region?

**A31: The Alliance does not have any preference at this time. The actual answer is yet to be defined. It is recommended to submit any and every proposal, even proposals that address multiple issues, and allow the Alliance to do its work to determine how poverty can be impacted most effectively across Central New York, and in specific communities, by your proposal.**

Q32: What kind of support can they expect to see from the State as far as regulations that might get in the way of some of the proposals?

A32: **This is a question for New York State. The proposals that are being submitted should address poverty and how you will spend part of the \$30 million, or the percentage you are proposing. If there are policy changes or regulations that need to be updated, you certainly can include it so the Alliance can review and understand it, but the Alliance cannot speak to what the State will or will not support.**

**A member from the Alliance in attendance noted that they have established a Policy Committee, so if organizations would like to submit things that just have to do with policy outside of the RFP, they are welcome to do so. The State, along with the CAPRI (the City of Albany's anti-poverty task force), is trying to put a white paper together on policy issues, so submit the issues as a separate addendum to the Alliance regardless of whether it is part of the proposal and the Alliance will review.**

Q33: If they ask for more in their proposal than the Alliance wishes to award, do you know if the entire application will be rejected or a portion thereof might be accepted?

A33: **This is unknown at this time. This cannot be answered until the funding is allocated. Partial awards may be appropriate and may be considered.**

Q34: Is there any place in the document where an applicant can propose what their outcomes or outputs are, and deliverables associated with it?

A34: **Yes. Section 7.5 is where they recommend they be placed. If you are building your proposal by answering each section and subsection, Section 7.5 is where outcomes and their measurements are specified.**

Q35: Where can we find the structure of the Alliance itself – the members, subcommittees, meeting calendars?

A35: **A list of the AEI members and committees is attached to this addendum for purposes of conflict of interest identification. As part of the proposal process, it would not be appropriate to reach out to members of the Alliance during either the submission or as awards are being considered. Any contact is discouraged because the Alliance wants to have as open and inclusive of a process as possible. It is not appropriate for applicants to talk to Alliance members about the RFP outside of the process. In order to avoid conflicts of interest within the Alliance, Alliance members who are affiliated with an organization submitting a proposal are restricted from sitting on the Allocations Committee.**

Q36: After reading over Section 6.5, Conflict of Interest, could you provide an example of what a conflict of interest would be?

A36: **Example - if the Purchasing Director for the county was an evaluator on the proposal (which he is not) and his friend and partner he plays golf with weekly was going to submit a proposal, that individual should disclose. He encouraged applicants to err on the side of caution if they have a personal or business relationship with individuals within any of the county or city governments that are going to be involved in the decision making process. If there is any follow-up information that that is needed, the Alliance will reach out for clarification. Any business relationship you have would probably be the most important to disclose.**

- Q37: You are going to get a huge number of wonderful ideas out of the process, more than they can fund. Is there any provision for the Alliance to share ideas?
- A37: **This would be at the discretion of the Alliance after this process is over as to what they would do with proposals that were not funded but they thought were worthy. This is unknown at this time.**
- Q38: Could you clarify what the actual proposals needs to look like? The way it reads, it seems like sections would be in the proposal, but you were talking about answering questions in Section 7, even though those questions are already filled in.
- A38: **If you tab each of Section in 3.2.1 in the proposal, that include all of the relevant factors in Section 7, you will be in good shape – this is one of the “check the box” approaches. Please make sure that Page 4, which is the page that asks for an actual signature of an officer of the organization, is submitted. There are laws that require them to make sure you are not debarred, doing business with Iran, colluding inappropriately, etc.**
- Q39: Will you release the names of the people who are on the review committee?
- A39: **The members of the Alliance is public information, they will be included in the list of members in the addendum.**
- Q40: Will you be developing a range of cost for each client or participant?
- A40: **There is no established range. In your proposal, if you indicate how much it is going to cost to provide each client service, that would be relevant, but there is no established parameter. Again, it’s all about how many people your proposal can serve and how do you move the needle on poverty. The Alliance will determine the merit of the proposal and fund as appropriate.**
- Q41: If we have multiple facets to our program, does it make more sense to submit separate proposals for each component, or bundle all of the components into a single proposal?
- A41: **If you are able to bundle them, put them under separate tabs, and put them in one proposal so they stay together. If you do have multiple components, you should delineate which ones you feel are the strongest as an organization so the Alliance has guidance.**
- Q42: You keep saying, “move the needle.” Has the Alliance defined what that looks like, such as, “we want to reduce poverty by 20% percent over five years,” “we want to increase the graduation rate.”
- A42: **The RFP was drafted intentionally with wide open parameters so that individuals could propose solutions to poverty in Central New York and there is no restriction to a certain percentage by region, or a certain program or non-program, or is it brick and mortar or not. It is whatever the best ideas out of all of us collectively that can come together and be put forward. The Alliance will review all proposals in that context.**

Q43: Is this RFP open to 'for profit' businesses. The State has an MWBE requirement, are they looking for that sub-prime model in this RFP as well?

A43: **Most applicants applying for funding are not-for-profits. The question was asked if a 'for profit' business was to propose on this RFP, would they be required to meet the 30% requirement that New York State has for participation on projects – the answer is yes.**

Although the RFP does not expressly say 30% in Section 1.5.1, particular RFP, because not-for-profits are primarily who will be requesting funding; it was reviewed and determined that the 30% goal would not be applied to each project. If a 'for profit' business is awarded, they would be expected to meet the 30% requirement.

If you have the ability to participate at a higher rate, put it in the proposal, let the Alliance be aware of that. Section 8.2 talks about MWBE participation as a factor for funding.

Q44: Can a sole proprietorship run by a white male apply for funding?

A44: **Yes.**

Q45: 30% MWBE is not in Section 1.5.1. Is this a requirement?

A45: **Please see the Answer to Question #43.**

Q46: As a human services non-profit employee, we do not generally work with Economic Development grants. Since the county will be fronting the money and getting reimbursed by the State, what State department will be reimbursing Onondaga County?

A46: **New York State will be reimbursing Onondaga County, funding was awarded through the Upstate Revitalization Initiative.**

Q47: So, the indirect cost question. Will that go to that named department?

A47: **Onondaga County will review with New York State the Indirect cost policy, as answered in Question #10. There are no indirect costs as part of this proposal. Onondaga County is doing the administrative support work at no cost to the Alliance.**

Q48: Youth Bureau for some of its grants by state law can't include reimbursement to non-profits for their indirect costs; so if this is not Youth Bureau money coming through, what are the Economic Development Department rules?

A48: **Please see the answer to question #10. The financial support for the Alliance is not coming from Youth Bureau funding.**

Q49: Can you please provide clarification for Section 3.2.4.1?

A49: **If you take any exception to any of the information within the RFP, you should delineate that specifically in your proposal. Otherwise, a statement indicating your proposal does not take any exceptions is acceptable. Make sure you fill out and sign Page 4.**

Q50: Looking for clarification on indirect costs. Are administrative costs allowable in this application?

A50: **Please see answer to Question #10.**



Q51: So, the federally approved indirect cost rates include administrative costs, e.g., Accounting, Human Resources?

**A51: Please see answer to Question #10.**

Q52: Overhead and administrative costs used simultaneously. Can you clarify between the two?

**A52: Please see answer to Question #10.**

Q53: When you do answer the question, could you include examples of overhead so they are clear when they write their proposal?

**A53: Please see answer to Question #10.**

Q54: As a smaller entity of a large organization that is not-for-profit, we are obligated to raise our own match and lose federal dollars if we do not. Although we are part of the larger organization, we have responsibilities. Will we be seen as just the smaller entity asking for funding and not within the larger organization?

**A54: It is important that each respondent makes their proposal, funding, and structure as clear as possible to the Alliance, members must be able to review and understand how each proposal is funded, supported, and how the proposal will impact poverty in Central New York.**

Q55: Does the Alliance anticipate providing technical assistance to the funding agencies. Will they be bringing them together for some coordination? Also, will there be any travel involved for meetings at a state-wide level?

**A55: The Alliance may decide to bring applicants together, this will be determined by the Alliance.**

Q56: If an organization has work that is currently ongoing, is that fundable, or is there a preference for new projects that have not been started yet?

**A56: You can propose either, or both, or separate. The key is sustainability and also moving the needle. If you are going to require funding beyond what is available in the five year period, how your proposed program is going to sustain itself beyond this funding is a key question that needs to be answered in your proposal.**

Q57: This is a two part question –

Part 1 – I can see that you will have a range of projects that will be forwarded to the Alliance. How are they going to make sure these projects are connected in this collaboration so that they are working to support each other's work?

Part 2 – I have been doing grant writing in the community for over 30 years and I am concerned that there are a lot of small agencies in the room who do not have full-time funding sources, do not have grant writers, and who may not have the capacity to respond to the RFP, but they are doing amazing work. How will this process support this?

**A57: Part 1 – This is a responsibility of the Alliance and cannot be answered until the proposals are established and they know who is funded. The Alliance members signed up for a long-term commitment over the course of the five years to participate, evaluate, award funding, support, as well as monitor the awardees; this process will be something that will be ongoing over the five year term.**

**Part 2 – in terms of the small projects, funding sources, and writing of proposals, partnering with other smaller organizations or mentors would be one recommendation. The other is, there are no points awarded for style, it is just about the substance. A proposal that could be very small, maybe one page, that is well defined and will move the needle on poverty could get awarded just as much as someone who submits a longer proposal with multiple letters of support.**

**Q58:** We would like some clarification on Article 6. General Provisions Section 6.16. Ownership of Documents/Work Product. We understand that Onondaga County intends to own all finished and unfinished work products, documents, data or reports. We must be able to use any of the Work Products, documents, data or reports created for educational or non-commercial purposes. Does Onondaga County provide a non-exclusive, royalty-free, non-commercial license for continued use of the delivered work product for educational purposes?

**A58:** **This Section is boilerplate language from Onondaga County's RFP template. The County will retain each proposal for record retention, but the proposer(s) will have the ability to access and utilize their information contained within.**

**Q59:** Is it allowable to include planning time in the proposal for the work to be done?

**A59:** **Please see the answer to Question #10.**

**Q60:** If you volunteer on a board of directors with any of the AEI Council members, is this considered a "business relationship" and must therefore, be disclosed?

**A60:** **Yes.**

**Q61:** Is it acceptable to submit a proposal in which a for-profit and nonprofit collaborate?

**A61:** **Yes.**

**Q62:** Where can I find a complete listing of AEI members?

**A62:** **A complete listing of AEI members is attached to this addendum.**

**Q63:** What indicators are likely to be used to measure a project's success? Can you offer some examples of possible indicators?

**A63:** **Examples of measurable outcomes are listed in section 7.5. Specific indicators will depend on the scope of service and the identified measurable outcomes. An indicator is a measure which helps to quantify the achievement of an outcome. Applicants should identify the intended outcomes for their project and specify how they will measure impact. The way in which an applicant will measure progress toward outcomes should include the indicator(s) they will use.**

**Q64:** Item 7.7 mentions that a 10% match "may be required". Can you address if the match will indeed be required and provide some examples of how that match might be met? Can any type of funds be used to provide the match? Are there any restrictions on the source of the match funds or the source of the funds that pay for in-kind used as match?

**A64:** **The match could come in the form of in kind services to the proposal from the organization sponsoring the proposal, including salary, rent, etc, or actual investment. If a proposal is accepted, the Alliance will work with the proposer to reach an acceptable match percentage, in partnership with New York State.**

- Q65: Should applicants provide a five year budget and plan?
- A65: **A five year budget and plan are allowable but not required. Funding for this RFP will be awarded for one year. If a five year budget and plan are submitted, be sure to show sustainability beyond the grant period.**
- Q66: Do the outcomes need to be achieved during the grant funding cycle or can they be longer term?
- A66: **They could be either. The Alliance will have the responsibility to determine if supporting a longer term project is the right investment. No decisions will be made until proposals are submitted and evaluated.**
- Q67: Can grant funds be used to renovate space to increase community access? Are there any limitations on the scope of renovations?
- A67: **Yes and there are no limitations. The RFP was written in a manner that allows the creativity of Central New York to shine through. It was opened up so that anyone can read it and propose ideas that can become more concrete and hopefully become supported. It is not specific intentionally so that it does not limit ideas to a certain bucket. There are not percentages of funding dedicated to a particular program or bucket.**
- Q68: Can grant funds be used for staffing related to implementing proposed programs?
- A68: **Yes.**
- Q69: Section 8.4 mentions oral presentations. Will this be required for potential awardees? If so, can you provide some information about what will be required and the likely timeline?
- A69: **Potential awardees may (or may not) be called upon by the Allocations Committee or the full Alliance for clarification of proposed project or service during the RFP review process.**
- Q70: What type of statistics are you looking for under company/agency statistics in Section 8.4?
- A70: **Statistics that directly support a proposal or identify a relevant need in the community are encouraged, but not required.**
- Q71: What are some ways that applicants can address the "credibility of vendor" criteria in Section 8.4?
- A71: **Length of time in operation, annual operating budget, organizational by-laws and governing structure, current programs administered, financial reports, internal controls, or results on current or previous government programs are some examples for respondents' consideration.**
- Q72: How might applicants satisfy the references criteria in Section 8.4?
- A72: **References from current or former organizational partners, investors, beneficiaries, community members and/or any other references germane to the organization's credibility or the credibility of the proposal are encouraged, but not required.**
- Q73: Can the Request for Proposal/proposal certification, signature cover page be made available in a fillable word or PDF format?
- A73: **Yes, the signature page is attached in Word format.**

- Q74: For projects with multiple components, which specific subsections under 3.2 must have separate tabs for each component? Would it be just for items 3.2.3.3 and 3.2.5.1? Should a separate budget be provided for each component or can applicants provide one line item budget as long as each line item clearly indicates which components it is supporting?
- A74: **Each proposal should have its own Subsection under Section 3.2. A separate budget should be provided for each component if they are able to be a stand-alone project, otherwise a single budget with cost breakdowns for each component is acceptable.**
- Q75: Which subsection of 3.2 is intended to include the line item budget?
- A75: **Subsection 3.2.3.6 should include the line item budget.**
- Q76: 3.2.3.6 mentions resources to be provided by Onondaga County. Can you provide more information on this point? Does this mean that applicants could, for example, request additional mental health support workers/case managers if needed? And if so, would that be something that applicants would have to include in their budgets? If so, can you provide some guidance on how to calculate cost for any services that might be requested of the county?
- A76: **This Section is boilerplate language from Onondaga County's RFP template. Respondents to this RFP should not include requests for additional County support. Proposals should stand on their own for the services provided versus costs.**
- Q77: Are additional attachments allowed? If so, where would they go and how should they be labeled?
- A77: **Additional attachments are allowed. They should be limited to information directly related to the proposal.**
- Q78: Regarding item 3.2.6.2., "...the entire Request for Proposal. Proposal and any addenda..." are there any additional addenda such as budget forms, etc. in addition to the primary RFP document? Or does the primary RFP document contain everything needed to correctly submit a proposal?
- A78: **The primary RFP document contains everything needed to correctly submit a proposal. There are no additional forms.**
- Q79: Will successful proposals be funded for five years? Can we submit a proposal for fewer than five years? Will there be an annual reapplication process?
- A79: **Successful proposals will be funded for one year with the possibility of one year extensions in two subsequent years. Sustainability beyond the award period should be addressed in the budget for multi-year proposals.**
- Q80: When will the funding period for the awards begin? If the funding period begins March 1, 2018 (as an example), will the first funding period then run for one year from that date to February 28, 2019 or will the first funding period end on December 31, 2017?
- A80: **The funding period for the awards will begin as soon as a provider has entered into contract with Onondaga County and the funding period will run for a term approved by the alliance, and executed via contract with Onondaga County.**
- Q81: Are grantees expected to begin implementing the grant immediately upon notification?
- A81: **Grantees will be expected to begin implementing the grant upon entering into contract with Onondaga County.**

Q82: Will preference be given to any one of the categories in Section 7.4?

A82: No.

Q83: If a proposal offers a cost-effective solution that would be scalable with additional funding, would that proposal be given priority under Section 7.6?

A83: **Unknown. The Alliance will determine priority under Section 7.6, after reviewing all proposals.**

Q84: What type of priority will be given to proposals that incorporate one or more features in Section 7.6? (Additional points?)

A:84 **Unknown. The Alliance will determine priority under Section 7.6, after reviewing all proposals.**

Q85: How will the proposals be scored? Is there a point system?

A85: **Proposals will not be scored, there is no point system. The Alliance will award funding to the most responsive and responsible proposals, using the criteria listed in Section 8.**

Q86: Should the 10% match listed in Section 7.7 be included in our budget or in the proposal?

A86: Yes.

Q87: Should we identify M/WBE vendors that we plan to utilize in our proposal?

A87: Yes.

Q88: If two sole-proprietors submit a joint proposal, does one of the proprietors need to be identified as the prime contractor, or can each of the two be the prime contractor of her/his part of the proposed work?

A88: **Yes. The County will be contracting with one entity for a project.**

Q89: Does a sole-proprietorship owned by a woman need to be certified by NYS as a WBE prior to submitting a proposal that indicates her proprietorship is a WBE?

A89: **Yes. The Alliance will consider proposals from WBE applicants, but a business with a pending application will not be classified as a "Certified WBE".**

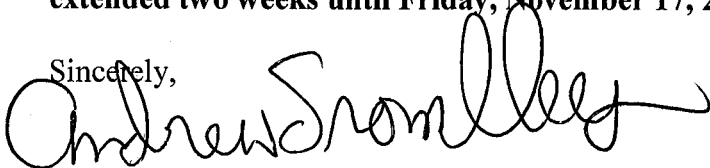
Q90: If each proprietor is responsible for separate components of their joint proposal, should the specifics of which proprietor is responsible for each specific component be identified?

A90: Yes.

All proposals must be received by the Division of Purchase in accordance with the delivery instructions in this addendum. Late proposals will not be accepted.

**\*\*\*NOTE: Deadline Extension: The deadline for responses to RFP #17-AEI-001 is being extended two weeks until Friday, November 17, 2017, at 4pm.\*\*\***

Sincerely,



Andrew Trombley  
Director

Attachment #1

**AEI Members**

<i>Name</i>	<i>Title</i>
Pastor Bernard Alex	Victory Temple Fellowship Church
Luke Avery-Dougherty	Director of Community Impact, United Way of CNY
Monica Brown	Onondaga County Executive Deputy Commissioner DSS - Economic Security
Rickey Brown	Executive Director Upstate Minority Economic Alliance
James Fayle	Central New York Regional Director Empire State Development (non-voting member)
Sergio Garcia	Vice President of Operations & University Chief of Staff Upstate Medical University
Helen Hudson	City of Syracuse Common Councilor
Otis Jennings	President, Empire State Association of Minority Contractors
Chuck Mason	City of Auburn, City Clerk
J. Ryan McMahon	Chairman, Onondaga County Legislature
Duane Owens	Onondaga County Commissioner of Personnel
Sharon Owens	Executive Director, Southwest Community Center
Rita Paniagua	Commissioner of Education SCSD
Tim Penix	SUNY Syracuse Educational Opportunity Center
Roy Reehil	Oswego County Legislator
Frank Ridzi	Vice President Community Investment, CNY Community Foundation
Justin Rudgick	Economic and Community Development Director, City of Oswego
Alden "Max" Smith	Former Oneida City Mayor
Tim Stahl	Deputy Director Economic and Community Development, City of Oswego
David Sutkowy	Elmcrest Children's Center
Ahmeed Turner	Say Yes to Education Scholarship Director
Matt Whitman	Catholic Charities of Cortland County
Rhoda Wilson	Central New York Health Home Network (CNYHHN) (Upstate Cerebral Palsy)

**COMMITTEES**

**Planning Committee**

This committee is responsible for collecting and reviewing needs data and set annual priorities to be forwarded to the full Alliance.

**Allocations Committee**

This committee is responsible for soliciting, reviewing, and evaluating all proposals for programmatic content, assigning dollar allocations, and forwarding all allocation recommendations to the full Alliance.

**Program Committee**

This committee is responsible for reviewing performance of all allocations decisions and recommending any changes to full membership.

**Policy Committee**

This committee is responsible for researching local, State, and Federal regulations/mandates/laws that adversely affect those in poverty, and recommending possible changes and amendments to the full commission.

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