

Additional Questions and Answers

2020 Grassroots Education Request for Proposals (RFP)

On page 17 of the RFP, item number 20 states “...Your labor budgets in both tables should align.” Can you please define this further for us? Does it mean that both charts need to match the amount we are requesting, or does it mean that the labor column in chart 2 should match the total from chart 1 if you were to multiply the hourly rates by the estimated number of hours?

The line items in the table in Question 19 should correspond with the column for “Labor” in Question 20. To calculate this amount:

- For each row in the table of Question 19, multiply the hourly rate by the estimated hours. This gives you an estimated labor cost for each staff member.
- Sum the estimated labor costs of all rows in Question 19—this is your estimated labor total and should match the “Total” of the “Labor” column in Question 20.

Regarding the Financial Disclosures and Conflicts of Interest document on page 32 of the RFP- Is it correct that this document needs to be filled out and included with submission of our application? The copy included with the RFP is watermarked with the words “For Review Only.” Further, there doesn’t seem to be a copy of the form with the fillable PDF application, nor was I able to find a copy on your website. Could you kindly direct us on how we should proceed? Additionally, I’d just like to confirm that we would be considered a subcontractor?

The Financial Disclosures and Conflicts of Interest document without the watermark has been posted to the [Grassroots Education webpage](#), below the RFP and fillable PDF document links. If you are applying for funds greater than \$50,000, you should complete and return this document with your proposal submission.

Funded organizations would be considered “subcontractors” for the purposes of this document.