

CITY OF AUSTIN
AUSTIN/TRAVIS COUNTY HEALTH AND HUMAN SERVICES DEPARTMENT
Youth Development and Enrichment Services RFA
RFA# 2013-01-15: QUESTIONS, RESPONSES and CORRECTIONS #3
DATE: Monday, December 31, 2012, Noon

Note: Text that identifies organizations or individuals has been removed from the questions, if possible without changing the nature of the question.

QUESTION	RESPONSE
12/28/2012: is currently listed as a City of Austin vendor due to our participation in the Cultural Contracts grant programs. Do we need to provide documentation? As a grant recipient, we are not provided with a commodity code.	The organization does not have to submit documentation of its City of Austin Cultural Arts contract. However, the RFA does ask for descriptions of the organization's experience providing services to youth.
12/28/2012: Further, are we allowed to invoice on a monthly basis or is there a timeline for invoicing? Our contractual instructors invoice the Company on a monthly basis.	Payments – Yes, invoicing will be monthly for each calendar month. Please refer to the sample contract boilerplate online (http://www.austintexas.gov/sites/default/files/files/Health/rfa_sample_contract_boilerplate.pdf). See "SECTION 4. COMPENSATION AND REPORTING" that begins on page 2.
12/29/2012: due to the tight timeframe around the holidays and with our staff on vacation, we're concerned we won't have enough time to devote to the application. As I'm sure other organizations are experiencing the same challenges, would it be possible for the deadline to be extended?	As of now, there is no plan to extend the RFA due date deadline.
12/29/2012: Also, you mentioned in the meeting that there would be another granting phase in September. If that will be open to the public again, we may choose to prepare for that deadline rather than the upcoming deadline. Can you give us information about that phase? Will it be open to the public?	Another RFA in September is not planned. The successful applicants' contracts may be renewed for two additional 12-month periods for Fiscal Year 2014 (October 2013-September2014) and Fiscal Year 2015 (October 2014-September 2015) at the same funding amount as the initial 7-month period. Renewals are contingent on contract performance and funding availability in future City budgets. Renewals do not involve another solicitation (public) process.

QUESTION	RESPONSE
<p>12/29/2012: One of our main concerns is finding partners in the neighborhood within two weeks prior to the application deadline. Ordinarily we would have these partners in place before we apply. We're hoping to work with day care providers in the neighborhood. Is it possible to apply for the grant without partners identified?</p>	<p>The RFA states that: <i>“The Applicant’s ability to implement the program(s) proposed at the start of the contract (approximately March 1, 2013) is essential. Organizations unable to meet this deadline should not submit an application.”</i> (page 5) and, <i>“Applications should, therefore, be submitted on the most favorable terms.”</i> (page 14).</p> <p>Yes, it is possible. It is reasonable to include the identification of community partners in the implementation of the program. The description in the application should include the date when services are expected to begin.</p>
<p>12/30/2012: Please define school ("attends school in the Holly Neighborhood"). Is school considered any agency providing educational resources, ie. early childhood education? Or must it be an accredited part of AISD?</p>	<p>The term “school” may include AISD public schools or early childhood/child care facilities within the designated area.</p>
<p>12/30/2012: If an agency offers classes September through May, must they provide programming March through September to qualify for funding?</p>	<p>The RFA does not specify a service delivery schedule. However, the proposed schedule should be described within the program description.</p>