

QUESTIONS AND ANSWERS

Parent Leadership Development Training

Questions? Email us anytime at dcfaskrfp@dcf.state.nj.us

Phone number and contact person for date of delivery:
Main Number: 609-888-7730

Contacts: Karen Schemmer
Loren LaBadie

Deliver proposal to: 50 East State Street, 3rd Floor
Trenton, New Jersey 08625-0717

1. How was the funding amount determined?

These are unspent funds remaining from the Year 1 CCYC allocation in the DCF portion of the RTT-ELC grant. DCF received an approval for carry-over as one-time funds and to allocate them for parent leadership training.

2. In the Race to the Top grant an Early Learning Training Academy (ELTA) was established. How will this grant impact ELTA?

This is a separate training grant with a focus on parent leadership development that will provide training directly to CCYCs. There is no connection with ELTA at this time.

3. Will this Training entity be required to work with ELTA or is there no relevance?

There is no requirement to work with ELTA at this time. As the process develops DCF will help to facilitate other linkages, as appropriate.

4. There seems to be a lot required within this grant. Why only one time funds?

These RTT-ELC grant funds are only available as one-time funding at this time.

5. Does the Parent Leadership RFP cover all counties in NJ?

Yes – there is an expectation that training will be offered to all 21 counties.

6. On page 17 of the RFP, in item number 2, it says to show the placement of CCYC within the agency. Is this a typo?

Yes, this is a typo. Item number 2 should say to show the placement of the Parent Leadership Development Training within the agency.

7. Is the applicant expected to train other organizations or entities?

Training is directed to the members of the County Councils.

8. Are there additional funds for training sub-committees?

No, the target focus is on the County Council.

9. Are there funding limitations regarding food expenses?

Yes, the federal government limits the dollars to be spent on food expenses. There is no requirement that the applicant agency provide food; however, if the agency wishes to do so, leveraging is key.

10. On page 23, what is meant by letter K?

The revenue line of budget does not apply.

11. Is the applicant agency expected to provide transportation?

The applicant agency is not expected to provide transportation; however, this is another opportunity for leveraging.

12. Can the agency include the cost of translating documents in their budget?

The organization may include this cost in their budget if they choose to, but this is ultimately an agency's decision.

13. Can an agency utilize webinars for training?

It is the agency's choice as to how to present their training. The agency may incorporate webinars, but we would prefer that the entire training program not be only webinars.

14. Is exhibit D available electronically?

Yes.

15. If our agency has other contracts with DCF, should we include them in our budget?

If the other contracts are directly related to this RFP, then the agency may incorporate it in the budget.

16. Can the agency leave the “Cash or In-Kind Funds” column of the Budget Spreadsheet blank?

Yes.

17. Is it ok to cluster or group counties within regions in order to minimize travel?

Yes, as long as the applicant justifies the training plan and ensures that training covers the entire state.

18. Can an agency propose to utilize local sites, such as a college, library or church for training?

Yes.

19. Is there a possibility that the funding for this RFP will be renewed after the first year is over?

Not at this time.

20. Should an agency discuss its experience currently or historically?

It would be best to discuss more recent experience.

21. Is there a particular format requirement for the headings of the proposal?

No.

22. Whose responsibility is it to recruit?

Recruiting is the primary responsibility of the County Council. In the narrative the applicant will still need to discuss strategies to ensure success in recruiting trainees. The applicant should also, and identify and address any barriers that may impact recruitment.

23. Can the agency propose a new curriculum or does the curriculum already need to be in use?

Either is acceptable. Be sure to provide evidence to justify curriculum selection and use in the proposal.