

OFCY 2022-2025 RFP Technical Assistance Emails

posted January 28, 2022

Activity

Q) In reading the RFP, it looks like for this grant cycle, we are just required to provide information (days of week, start date, end date, # of youth served,, etc.) about our overall program. Or do we need to provide this detailed service information for each service/activity within the program (e.g., in an after-school program, tutoring, sports, art, STEM, community building, etc.), like what has been required in prior grant cycles? Also, can you let me know where I will be able to find your answers to questions people have asked in the bidders conference and via email?

A) Provide program details for your overall program in the Service Hours Projections tables in the online application. If you have distinct program models and/or cohorts that you serve during the fiscal year with varying start and end dates, enrollment, and average hours of service, you may add more than one Service Hours Projections table to reflect your program model. You are correct that you do not need to provide detailed service information for each service/ activity within the program.

B) Q&A from the bidders' conference will be posted to OFCY's website at www.ofcy.org/funding/rfp.

Budget

Q) Budget: Is out of state travel allowed with participants? We have visited tribal locations in 3 states in the past to learn about sovereignty and gratitude.

A) Yes, there is a line item called field trip. Please detail all expenses in the budget calculation and justification line.

Q) If we are applying as a collaborative, do we have to submit separate budgets for each collaborative partner, or just one budget for the lead agency which reflects the collaboration elements?

A) Collaborative applicants will submit one budget for the lead agency which reflects collaboration elements. Collaborative partners should be listed as Subcontractors in the budget.

Q) I have a question regarding the match funding budget section. Should we list current grants, or only grants that will be awarded in FY22-23. Some of our current FY21-22 grants have grant periods which cross over into FY22-23. I'm wondering if we include those in addition to awards planned for FY22-23.

A) Yes, you can use current grants that will be available during the FY22-23 year as well as awards planned for FY22-23.

Cityspan

Q) Will links to videos be allowed?

A) OFCY is not requesting videos as part of the application, and links to videos will not be reviewed.

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Q) Good morning, I am emailing to inquire who I contact to correct an error on my account information? I made an error in the Tax ID. I am unable to make a change with the tax ID number.

A) Please contact the Cityspan helpdesk at 866-469-6884 or email support@cityspan.com.

Q) Hi, the OFCY application registration says my username is wrong and then when I change it, it says my Tax ID number can't be used with a different username. What should I do? We have a current OFCY grant, but no other staff person has registered for this new application yet.

A) Use the Forgot your user or password? function to reset your Oakland Fund for Children and Youth 2022-2025 RFP account. If this does not resolve the issue, please contact the Cityspan helpdesk at 866-469-6884 or email support@cityspan.com.

Q) Hi, this is a continuation of my last question. The instructions we need a new acct, but then says we can't use the same tax ID number—but we have to use our real Tax ID number, that can't be changed. How do I get out of this catch 22, where I have to change my username to create a new acct, but it won't let me have a new acct because I used my tax ID number on the old one?

A) Use the Forgot your user or password? function to reset your Oakland Fund for Children and Youth 2022-2025 RFP account. If this does not resolve the issue, please contact the Cityspan helpdesk at 866-469-6884 or email support@cityspan.com.

Contracts & Compliance

Q) Also, in the bidding webinar someone mentioned that additional preference points would be provided for the length of time an organization has been operating in Oakland. Is there a form associated with this, or can it simply be included in the response to the question under Program Design?

A) There is no form to be submitted. The years in Oakland points are calculated based on the number of years the certified business/not for profit has operated within the City's boundaries.

Q) HIFY is not currently certified as an Oakland L/SLBE (although we have previously had an Oakland office, have about half of our staff from Oakland, still do significant work in Oakland.) Does this mean that 50% of our proposed grant (assuming a grant over \$50,000) from OFCY would have to go to a L/SLBE for the grant to be considered for funding? (Or 25% of our grant to a VSLBE. Or does it mean that that we will only get preference points if 50% of budget goes to a L/SLBE? (Or 25% of our grant to a VSLBE.)

A) The best way to illustrate achievement of preference points is to direct all firms to page 15 of the most recent L/SLBE Program (https://cao-94612.s3.amazonaws.com/documents/LSLBE-Program-Guidelines_Revised.5.4.21.pdf).

Q) I understand which forms are required from the list of required schedules. It is unclear to me if other forms are required for optional preference points related to the SLBE program, as mentioned on p.18 of the RFP. For organizations which are SLBE certified, which additional forms are needed to receive the preference points?

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A) RFP p7 states that applicants “must have completed at least one year of programming related to services described in the funding strategy for which they are seeking support by the time they apply to OFCY.”

Demographics

Q) In our cohort of youth, 100% are experiencing multiple barriers making them vulnerable youth. The RFP targets youth who have multiple barriers. Two of the main barriers our participants have are housing and transportation. Because of this we have several subgroups - the majority who reside in Oakland, a smaller group who reside nearby but attend Oakland schools, and a group with split residences who reside part of the time with one household and part of the time in another. We have many who are "couch surfing". As a matter of social justice and equity we would like to include them all. Could you please speak to this?

A) OFCY is guided by Oakland City Charter to direct funding in support of Oakland residents. We understand that there are many youth and families with strong ties to Oakland that are no longer residents; however the funds must be dedicated to support Oakland residents.

Eligibility

Q) Eligible participant question: p16 asks us to describe where majority of the population lives. p34 strategy 6 specifically states Oakland Unified high schools only. Strategy 7 doesn't specify. We work with 17 high schools, many in Oakland that are not part of Oakland Unified I don't think. For example, several charter schools and RISE Academy, etc. Can we include those? Again, a matter of social justice and equity for our participants. We don't want to exclude specific youth because of the school they attend.

A) OFCY is guided by Oakland City Charter to direct funding in support of Oakland residents. We understand that there are many youth and families with strong ties to Oakland that are no longer residents; however the funds must be dedicated to support Oakland residents. OFCY is not directing programs to serve only Oakland residents - programs are able to serve their priority clients according to their mission. However, City of Oakland funds through OFCY must be dedicated to support Oakland residents.

Q) I would like to inquire on what type of entity is eligible to apply for this RFP.

A) Refer to page 6 of the RFP under "Eligibility".

Q) So my next question is are public agencies under the RFP required to partner with businesses to fulfill the requirement of the RFP? I am asking because I am a small business in West Oakland which is one of the hard hit areas in Oakland (als mentioned in the RFP) and my business is specifically designed to cater to families (as a resource) in West Oakland offering a play space with a focus on learning while playing (offering play groups). So I would really like to take part in something that affects the families I serve in my community, but it seems like every time an opportunity opens up for youth is only for public agencies or non-profits!

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A) That is correct. Page 6 of the RFP states that "For-profit agencies are not eligible for funding."

Q) 1) With the below information in mind, do we seem like a good fit as a potential applicant for this OFCY grant? We are a non-profit that focuses on creating access to a non-traditional activity to empower & mentor youth of all ages, racial identities and genders. Our youth curriculum focuses on important life themes like self confidence, humility, celebrating our identities, equity and determination through community. We would be applying for this grant and using this money to offer neighborhood clinics and camps for Oakland's Youth at different locations all over East and West Oakland. These programs would take place at community parks (i.e. Bella Vista, San Antonio Park, Willie Wilkins Park and more).

A) OFCY does not provide guidance to specific program models regarding fit. Please review the strategies in the RFP to make the determination.

Fiscal/Audit

Q) 1. I applied to Oakland public education fund for fiscal sponsorship but haven't received anything back. Is there anything I can do to further the process before the 2/22 deadline for OFCY?

A) At this stage OFCY cannot assist projects with connecting with potential fiscal sponsors.

R) I am from Harmony Project, which has a fiscal sponsor, Community Initiatives. When creating a cityspan (and Isupplier) login, should I use the fiscal sponsor as the agency name, with Harmony Project Oakland as the project, or should I start with Harmony Project? Our fiscal sponsor may have other grant applicants, I am checking on that now.

A) Harmony Project Oakland should be listed as the agency. There are conditional fields for Fiscal Sponsor information once you select "Fiscal Sponsored Initiative" for Agency Type.

S) From information I've gathered, our organization has been requested to complete a Review of Finances by OFCY in 2019 as a 'Small and Emerging Applicant'. I see that this year this is not a requirement, however I'm curious if a Review of Finances would still meet the Audit requirement if we were to apply as a Single Agency. We are interested generally in growing our budget to meet the economic/service needs of our community, and have discussed applying for funding greater than the 'Small and Emerging Applicant' cap (since we are already close to the maximum request). However, our overall operating budget would still remain closer to the \$400,000 end of things. To be completely transparent, this inquiry is coming out of receiving some quite expensive quotes for an Audit or Review of Finances (upwards of \$5,000), which feels heavy for us as a community-based organization on the smaller end of things. If this would still be a requirement for us, would you/OFCY have any suggestions on firms to work with?

A) Refer to pages 9-10 for information regarding Audited Financial Statements. Audited Financial Statements are required of all applicants, with the exception of Small & Emerging applicants who may submit a CPA Review of Financial Statement. OFCY does not make recommendations on firms.

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Miscellaneous

Q) What I would like to obtain from you is a "sample proposal" so that I can put together a quality proposal to submit to you by 2/22/22.

A) OFCY does not provide a sample proposal as part of this RFP process.

Q) Scoring questions: Do you have additional criteria specific to the scoring of categories that would give us a clearer indication what is included in the points counting in each category? Eg what would get full points vs partial points? Do you weight quantitative elements more than qualitative?

A) Refer to page 21: Reviewer Scoring of Proposals for information.

Q) And can you send me the link to see what groups have received this grant in the past to see if we are a good fit?

A) Currently funded programs are listed on the OFCY website at:
<https://www.ofcy.org/funding/funded-programs/>.

Q) We are currently the lead agency at two colocated sites with two separate two OFCY grants. OUSD is voting in February on whether to merge these two sites into one site. We have known this was coming but we were told they were going to delay it, but now it seems it may happen for next school year. Question is do we apply for both sites separately since we do not have confirmation of whether they will in fact be merged next year OR do we apply for the one campus and hope that they do merge? What happens if they do not merge and we applied for one site? What do we call the site? Obviously the work load is increased if we apply for the two sites.

A) Since the school sites are separate currently, and no determination to merge the sites has been made, we recommend that you apply for both sites. If the sites are merged later on, OFCY would work with your agency, if funded, to modify the scope of work. You may choose to apply for only one site but if both schools remain open, only one of the sites would receive funding support.

Strategies

Q) Traditionally, mental health consultation was heavily funded under the Healthy Development of Young Children goal area. Can you please clarify whether you are still prioritizing this for early childhood educators or you have shifted more towards parent-child consultation?

A) The strategy has shifted in the FY2022-2025 Strategic Investment Plan to support more parent-child consultation models, though the strategy will still support mental health consultations for early childhood educators. Please refer to the Strategic Investment Plan for more detail.