

## Instructions

This Response Template must be used for submission of written questions. All questions should provide the requested information. Those that do not, may not be answered by DHS. The Vendor may add as many lines as needed. DHS would strongly prefer the Vendor to ask multi-part questions as individual questions on separate lines.

**Instructions:** Complete all cells of each question asked in the Table below. Clearly identify the referenced section or text.

Question ID	RFP Reference (page number, section number, paragraph)	Specific RFP Language	Question	Answers
<i>Example</i>	<i>Page 7, section 1.15, C</i>	J. Vendors may submit multiple bid	<i>May vendors submit more than one bid?</i>	<i>yes See section 1.15, J</i>
1	Page 4 Section Grant Awards Period	Grant funding may be renewed for up to six (6) additional years.	Is it likely that grants will be renewed for 6 more years?	Initial award will be for the entire amount. The agreement can be extended yearly if approved.
2	6	These will be one(1) year subgrant agreements with the option to renew for an additional 6 years	Is it likely that grants will be renewed for 6 more years?	Initial award will be for the entire amount. The agreement can be extended yearly if approved.
3	Page 3, Award Information	These will be one (1) year subgrant agreements with the option to renew for an additional six (6) years.	With availability, will these monites be available each year? If so, will a new proposal need to be submitted or the contract amended?	One proposal is needed and there is the ability to extend the grant award period.
4	Page 6, Submission Requirements, Section C. 2.	One electronic copy on a disk in PDF format	Will a flash drive be acceptable instead of the disk?	Yes
5	NA	NA	Can a structure be added such as a "tiny house" for additional space in order to meet the desired environment for trauma-informed treatment?	These requests should be included in the proposal for review.
6	NA	NA	How will expenses be reported? Weekly? Monthly? Quarterly? Annually?	The nature of the expense reports will be based on the project(s).
7	Page 3, Award information	An applicant may request up to a maximum of fifty thousand dollars (\$50,000)	Is that ammount available for each years subgrant or spread over the potential 7 years?	Initial award will be for the entire amount. The agreement can be extended yearly if approved.
8	Page 3, Award informtaion	These will be one (1) year subgrant agreements with the option to renew for an additional six (6) years.	Are we required to provide a Request for Application each year?	No
9	Page 3, Award informtaion	These will be one (1) year subgrant agreements with the option to renew for an additional six (6) years.	Do we simply need to provide this years plan for the funds or do we need to provide a plan that covers the full 7 years in this Request for Application?	Provide one plan to include all proposed projects.
10	Page 3, Award information	An applicant may request up to a maximum of fifty thousand dollars (\$50,000)	Do we need to spend the entirty of the monies given by a certain deadline? Or can we spread it over several years?	Initial award will be for the entire amount. The agreement can be extended yearly if approved.
Written Questions	Page 3, Award information	An applicant may request up to a maximum of fifty thousand dollars (\$50,000)	Will we be given a portion of money that we will be required to utilize over the course of multiple years? Or will we be given the money to only accomplish the tasks for that particular year?	Initial award will be for the entire amount. The agreement can be extended yearly if approved.

12	page 2, Applicant Reqs.	Use grant funds to assist w/ trans.to trmt. model	May we include future expense of continuing educ & recertifications in budget list?	Yes
13	page 6, Application Components, #4	Desc. Of how QRTP will eval or monitor outcomes of the project	Is there a specific tool recommended by DCFS or TSI that should be utilized or is recommended?	No
14	page 6, Application Components, #6	Detailed budget outlining how the grant funds will be used to enhance client-focused QRTP programs.	If the items requested do not meet grant requirements and are not considered, will the agency be given the opportunity to update their budget list, or will they forfeit that allotted amount of money?	The detailed budgets shouldn't just list amounts. The detailed budgets should also include timeframes in which various efforts will be put forward along with the cost for that effort within the timeframe. If the proposal is denied, the program will have additional time to resubmit.
15	page 3, Award information	This maximum grant includes any training, materials, implementation, or other eligible client-focused costs for enhancements to one of the trauma-informed treatment models.	Can funds be utilized for client specific items such as rewards for positive behaviors as long as it is directly tied to trauma-specific interventions and individual treatment goals?	These requests should be included in the proposal for review.