

RFA#18-002 – Questions and Answers

Q1: Upon reviewing the RFA, I noticed that the Proposed Budget Summary (Attachment II) is referenced in the RFA; however, that attachment is missing. I believe it was supposed to be on page 29, but there is no page 29.

A1: Revised and editable forms will be shared as a follow-up to this call.

Q2: Is there a page limit for the appendices?

A2: No. However, the applicant should use discretion and submit only what is necessary to support the narrative.

Q3: Are the items listed in Section 4.2.3.E.2. to be included in the Appendices or in the Narrative Section?

A3: As referenced in the Application checklist, appendices should include the management plan supporting documentation and the collaboration supporting documentation. The appendices may also include other documents the applicant deems necessary.

Q4: If we are currently funded, can we use the prior years Proposed Budget Summary?

A4: No. The applicant must use the forms provided. Revised and editable forms will be shared as a follow-up to this call.

Q5: There is no Training line item on the Budget Summary Form. Found as (D) on the budget narrative. Budget Narrative omits the Background Screening line item on the Budget Summary Form.

A5: Revised and editable forms will be shared as a follow-up to this call.

Q6: Do all charts within the application Narrative need to be Arial 11 with 1" margins?

A6: No, charts and/or tables may include smaller font as long as it is legible.