



NFWF

REQUEST FOR PROPOSALS

NFWF Request for Proposal (RFP) America the Beautiful Challenge Technical Field Liaison Support

NFWF Responses to Applicants' Questions

December 8, 2022

Scope of Work

1. In the overview, the RFP states that NFWF is seeking a contractor 'to support applicants and grantees of the ATBC and other associated NFWF grant programs' can you expand upon what other programs could be included and may need support?
 - *Due to the scope and scale of the ATBC, it is unlikely other specified NFWF programs will be included in the contractor's scope of work. However, because grantees and applicants can—and often should—apply to other NFWF programs or may need minor assistance with other NFWF grants, there may be instances when some support activities fall outside the ATBC. This verbiage is intended to allow for flexibility on the rare occasion grantees and applicants need non-ATBC assistance or guidance. For example, the contractor may be invited to present information on the ATBC at a conference and will also include details or answer questions about other current NFWF funding opportunities to ensure applicants understand the suite of available funding opportunities.*
2. Can an applicant with specific expertise in engaging diverse stakeholder groups, underserved communities, or tribal communities focus their application on providing services for those particular applicants and grantees?
 - *Yes, if you have specific expertise in these areas, you can focus your application primarily on working with those particular communities.*
3. When will the 2023 program request for proposals be released?
 - *We anticipate releasing the 2023 program request for proposals in mid-February or early March. We are also expecting to incorporate a pre-proposal process into the schedule.*

Budget

4. For budgeting purposes, is there an anticipated grantee number for this coming year and would this go beyond the ATBC grant slate?
 - *There are currently 55 2022 ATBC grantees. Field Liaison applicants should account for a subset of these 55 grantees plus additional ATBC 2023 applicants requesting assistance—but the exact number is undetermined at this stage.*

5. For budgeting purposes, is there a preferred method or number of workshops, webinars, site visits, etc. anticipated for conducting knowledge sharing and grantee collaboration (Task 4)?
 - *NFWF does not have a preference but asks applicants to propose what they believe is an optimal mix of grantee engagement and collaboration activities with clear costs included for each. Budget adjustments can be made as needed.*

Eligibility

6. Can an applicant be both a technical assistant for NFWF grant programs and apply for NFWF grants?
 - *If an applicant is selected as a technical assistant contractor for NFWF, they may also apply to NFWF grant programs. However, if an award is made, it is the responsibility of the applicant to notify NFWF in writing if any apparent or actual conflicts of interest exist. This includes organizational conflicts of interest that are known at the time of this proposal or conflicts of interest that may arise during the life of this award.*

References:

7. Can the applicant use NFWF as a reference?
 - *Yes, if the applicant has previous experience working with the Foundation, they may use NFWF as a reference.*

Other:

8. We noted that the submissions instructions request a Word version for the submission, although it does appear that a searchable PDF is noted in the Technical Proposal section under 'Format'. Please confirm that either is acceptable.
 - *Either format is acceptable.*
9. Does the 20-page technical proposal include all information except for the budget/financial stability and understanding? Can additional projects or resumes be included as an appendix? May we also include a cover letter and page/back page outside this limit?
 - *In general, the 20-page technical proposal includes all information except for the budget and financial stability documentation. If it is absolutely necessary to include an additional appendix of resumes and projects, that is fine. A cover page and/or a back page will not contribute to the page count.*
10. For this RFP, there is an 11pt font requirement on the submittal; can we use a smaller-sized font on Organizational Chart, Tables/ Figures, and captions?
 - *Yes, you may use smaller-sized font on charts, tables/figures, and captions.*