



## REQUEST FOR PROPOSALS

### *NORTHEASTERN REGION FIELD LIAISONS*

#### **NFWF Responses to Applicants' Questions – February 21, 2023**

**Question:** If an individual or organization has an interest in providing field liaison services, but may not be positioned to submit an application (due to experience in replying to this type of request or any other reason), can NFWF refer that individual or organization to an existing field liaisons or others that have expressed interest for possible collaborations?

**Answer:** Potential applicants may work with other potential applicants and apply jointly, with one lead applicant, and the other(s) working through their own sub-contract.

**Question:** Does NFWF have any preference in having prospective submitters separate out the two programs – Chesapeake Bay and Central Appalachian into two separate and distinct proposals?

**Answer:** Applications may be submitted jointly or separately for each program, however, if a single application is submitted for both programs, ensure that the scope and costs for each program are broken down clearly and distinctly.

**Question:** Does NFWF seek to reduce costs associated with travel by having field liaison service providers geographically dispersed?

**Answer:** NFWF does look to provide a range of liaisons located across the watershed. However, depending on expertise, and other applicants, exact travel details will be worked out during contracting. Provide the best estimate for travel. But note the amount of travel is subject to change.

**Question:** Given the Chesapeake Bay Stewardship Fund's commitment to Diversity, Equity, Inclusion, and Justice, there may be a need for training in the DEI/J space. Is this something that should be included in the budgets?

**Answer:** If additional training is offered for DEIJ related training NFWF staff will work out costs in the future. Currently, it is not required to be included in the budget.

**Question:** What cost is NFWF looking for in terms of hourly rate? Can we include senior level staff with a higher salary rate?

**Answer:** NFWF leaves it up to the applicant to demonstrate their qualifications and provide reasonable (and realistic) costs for the applicant to complete the work provided in the RFP. Any staff and level can be included in the application.

**Question:** How much of the budget template should be filled out? There is a lot of detail in the template.

**Answer:** Fill out the budget template to the best of your ability, with as much detail as possible.

**Question:** Do current Technical Assistance Providers receive any “bonus points?”

**Answer:** No, current technical assistance providers will not receive any bonus points. Review the RFP for criteria that will be used to evaluate the proposals.