

Request for Proposals (RFP) #223 - Question and Answer Log

Name	Organization	Question	Program Area or Administrative?	Response
Mirabel Ramirez	Unknown	One grants are awarded how will we know who was awarded?	Administrative	All applicants will be notified of the results of the proposal review process, and any interested parties can request information on the results of each proposal area.
Jordan Finke	Hayse Group	Does an applicant have to be a city-approved supplier by the time of application? Or by the time of the proposed project/event?	Administrative	Applicants do not need to be an approved Supplier by the time they apply; as noted in Appendix D ("Becoming a City Supplier, page 2 of the document), "All applicants must either be an approved City supplier ("vendor") or be able to become a supplier within 10 days of receiving a notice of award, unless approved by OEWD. Sub-grantees are not required to be City-approved suppliers; only the lead organization or fiscal sponsor must be a supplier."
Dolma Chuteng	AIA San Francisco	Are non-profits eligible to apply?	Administrative	Yes, non-profits are eligible to apply to RFP 223, as long as they are registered with the Internal Revenue Service and in good standing with the State of California's Registry of Charitable Trusts.
Unknown	GlobalSF	Will OEWD create a template for reporting?	Area A, Business Attraction, Retention and Expansion Program	OEWD will provide a draft template for reporting and work with the grantee to refine the template to ensure information, data and metrics are fully captured and collected within submitted reports.
Unknown	GlobalSF	In relation to Program Area A, what are the funding priorities of OEWD? To what extent are OEWD funding priorities dedicated to support SF small businesses and neighborhoods? Are there funding priorities to business sectors impacted by COVID?	Area A, Business Attraction, Retention and Expansion Program	In alignment with the work of the Business Development Division, OEWD will first focus on the key business sectors it identifies that provide growth opportunities and support the recovery of San Francisco's office core. In the past, this funding has targeted sectors that utilize office space, and this funding will continue to focus on those sectors. OEWD will also evaluate its program approaches and key business sectors as the needs of the business ecosystem change during the term of the grant.
Unknown	GlobalSF	To what extent will OEWD support projects and grantees that will request SF Supervisors and policymakers to create incentives and policy changes to attract, retain, expand businesses in SF?	Area A, Business Attraction, Retention and Expansion Program	An expected deliverable outlined in the RFP includes connecting businesses to assistance programs, services and resources such as incentives. The expected deliverables further include developing partnerships and advocating for priority sectors in order to build cooperative economic development programs and projects. Furthermore, it is expected that the grantee will work with OEWD to develop performance metrics that lead to successful outcomes of the program. Grant funds must be used to provide direct support to businesses within the priority sectors and cannot be used to further advocacy or any political activities, which are strictly prohibited under San Francisco Administrative Code Chapter 12.G. Please see clause 16.11, Prohibition on Political Activity with City Funds, in Appendix C (City Grant Terms) for more details.
Unknown	GlobalSF	What is OEWD learning about downtown revitalization and how will this information be shared with those grantees or those interested in submitting a proposal?	Area A, Business Attraction, Retention and Expansion Program	OEWD is currently gathering information and data on economic recovery within the City's Economic Core (which includes the Financial District, East Cut, Union Square, Yerba Buena, Embarcadero, Market Street, and Mission Bay). Information gathered will inform the work of this Program Area and so it will be shared with the grantee during the grant period. Additionally, the Controller publishes a monthly report on the status of the re-opening of the San Francisco Economy. Applicants may find that data to inform their proposals here: Office of the Controller's Reports

Request for Proposals (RFP) #223 - Question and Answer Log

Name	Organization	Question	Program Area or Administrative?	Response
Malcolm Yeung	Chinatown Community Development Center	Could RFP 223: Program Area B support a working relationship between an intermediary and a nonprofit identified in the proposal to locate new office space, manage build out, etc.	Area B, Nonprofit Sustainability Initiative: Lease Stabilization	<i>Pre-identified grantees are not suited to this program area. If more than one applicant is awarded, it is expected that the ratio of funding available to the intermediary for workshops, technical assistance and disbursement will be proportionate to the financial awards they are administering (approximately 25%). As stated in the application, The selected intermediary/ies will work with OEWD to promote a call for proposals from eligible nonprofits that will assist them with one-time costs related to infrastructure for a new commercial space.</i>
Victoria Kamerzell	Institute of Aging	As the primary applicant, are we required to be an intermediary for this grant solely to provide technical and financial assistance for other nonprofits, or are we also required to share the total funding amount with these nonprofits to aid in their lease stabilization efforts?	Area B, Nonprofit Sustainability Initiative: Lease Stabilization	<i>The selected intermediary/ies will work with OEWD to promote a call for proposals from eligible nonprofits that will assist them with one-time costs related to infrastructure for a new commercial space. Intermediaries would themselves be ineligible to apply for the financial assistance that they are administering.</i> <i>Intermediaries would be eligible to receive funding in support of staff providing Technical Assistance services to eligible nonprofits, as described in the RFP: Nonprofit Workshops (up to \$20k each fiscal year). And, Real Estate Readiness Assistance (up to \$50k each fiscal year). Please refer to the complete RFP for additional details about funding amounts.</i>
Victoria Kamerzell	Institute of Aging	As an intermediary, are we allowed to allocate the staff time needed to oversee the technical and financial assistance efforts in the budget?	Area B, Nonprofit Sustainability Initiative: Lease Stabilization	<i>Intermediaries would be eligible to receive funding in support of staff providing Technical Assistance services to eligible nonprofits: Nonprofit Workshops (up to \$20k each fiscal year). And, Real Estate Readiness Assistance (up to \$50k each fiscal year).</i>
Victoria Kamerzell	Institute of Aging	We would want to apply for the lease stabilization funding at our Enrichment Center located in the Presidio--is this location eligible for this funding?	Area B, Nonprofit Sustainability Initiative: Lease Stabilization	<i>OEWD will work with the selected intermediary/ies to update program eligibility and guidelines once they are selected.</i>
Randall Ann Homan	SF Neon	Can the financial capacity requirement be adjusted to \$60,000 per year (or \$5,000 per month) if our non-profit team (Tenderloin Museum/SF Neon) proposes to administer 12 grants per year @ \$5,000 per grant?	Area F, SF Shines Storefront Improvement	<i>If the organization is requesting less than \$100,000 for the total grant amount, the financial capacity requirement should be 50% of the total grant amount being requested.</i>
Jessica Mataka	SF Housing Development Corporation	For Program Area G: Food Incubator, can a portion of funds be used for equipment or kitchen construction?	Area G, Food Incubator and Commissary Kitchen Program	<i>Funding may support equipment and necessary upgrades that will allow the kitchen to function according to all permit requirements. Note: All projects must obtain the necessary City permits and any contractors that the awardee of this RFP uses must be registered in the State Department of Industrial Relations Public Works Contractor database. Contractors responsible for covered construction or maintenance projects must comply with all relevant local, state and federal prevailing wage laws at the point of bidding to be eligible for a contract award. Please visit http://sfgov.org/olse/prevailing-wage and https://www.dir.ca.gov/PublicWorks/Contractor-Registration.html for more information.</i>
Aleks Zavaleta	Mission Language & Vocational School	For section G - if 2 agencies apply can they ask for more than 250k or should all proposals request be at 250k?	Area G, Food Incubator and Commissary Kitchen Program	<i>Requests should not exceed \$250K. Additional funding may become available that would allow us to expand this grant award.</i>

Request for Proposals (RFP) #223 - Question and Answer Log

Name	Organization	Question	Program Area or Administrative?	Response
Daniella Severs	Homeless Children's Network	Can an applicant focus 90% of funding on building up the infrastructure for coordinating and implementing African American/Black centered cultural preservation and celebration events?	Area I, African American Cultural Preservation and Celebration Events	<i>Yes, if you already are delivering similar services for Black/African American community events through other funding awards (from OEWD or other funders), you may focus this budget on infrastructure support. If this is your plan, please make sure to include the other funding as leveraged funds in your budget and your proposal narrative.</i>
Jordan Finke	Hayse Group	Is there an expected/minimum/ or average # of people served?	Area N: Castro District Commercial Corridors Events and Activations	<i>There is no set expectation; applicants should propose goals and outcomes that they can reasonably achieve within the performance period.</i>
Valerie Luu	Unknown	For Program Area T, does the grant include the event costs (not just planning/hiring)	Area T, Citywide Cultural Engagement through API-led Celebrations, Festivals and Events in Support of Economic Recovery	<i>The proposal budget should include all reasonable and necessary costs to implementing your proposed project.</i>
Uzuri Pease-Green	Community Awareness Resource Entity (C.A.R.E.)	It is very important that Potrero Hill(public housing) and OMI Lakeview is included in ALL conversations when it comes to community hub and collaboration. We have a strong need for anything that relates to COVID as we have been working very hard to help with testing, vaccination, and educating our community so that people can make an informed decision about vaccinations.	Area W, COVID-Response Resource Hub Coordinator	<i>This particular grant is intended to continue OEWD's existing investments in COVID-19 Essential Resource Hubs in Bayview/Hunters Point, Excelsior, Mission, and Visitacion Valley, although services are not restricted exclusively to residents of those neighborhoods. We would also love to learn more about how the OMI/Lakeview Hub is currently being supported so that our office can ensure maximum coordination with those efforts for the benefit of Lakeview residents. In addition, we would love to learn more about what support is currently in place in Potrero to support housing residents and what gaps may exist in order to ensure that these services are as responsive as possible to Potrero public housing residents.</i>
Ruth Barajas	Bay Area Community Resources	For Program Area W, is there a min amount that needs to be subcontracted to other orgs? I don't see it listed in the RFP	Area W, COVID-Response Resource Hub Coordinator	<i>There's no expectation regarding minimum amounts that need to be set aside for subcontractors. Please submit all known subs as part of your project team, and know that the approved subs and amounts may be further negotiated post-award.</i>
Susan Murphy	FACES SF	Regarding the COVID proposal why other sites like OMI and Fillmore not mentioned?	Area W, COVID-Response Resource Hub Coordinator	<i>This particular grant is intended to continue OEWD's existing investments in COVID-19 Essential Resource Hubs in the listed neighborhoods. (Bayview/Hunters Point, Excelsior, Mission, and Visitacion Valley). We would love to learn more about how other neighborhoods might benefit as well and we are open to hear from other communities around their own proposed needs.</i>
Elaine Beale	Bay Area Community Resources	Regarding required match funding: Is there a specific match amount or percentage required? And what form can the match be in? Can it be in-kind or just cash funds? And can it include family relief and rent relief funds disbursed to hub clients? And can it include other OEWD funds?	Area W, COVID-Response Resource Hub Coordinator	<i>There is not a specific match amount or percentage required. The application's budget must only include some amount of leveraged resources. Leveraged funding can include financial commitments, in-kind donations, program space, staff or volunteer time, etc. Secured relief funds to be disbursed to clients can be considered financial commitments as a part of leveraged resources. Additional OEWD funds and/or other public grants can be included as leveraged resources.</i>
Linda Becker	SFMade	Is the program targeted only to low-income students or can any student participate?	Area X, Advanced Manufacturing On-Ramp Program	<i>The program is targeted to young adults, particularly students who are within the SFUSD system, but any student can participate. We would prefer students to be low-income and targeted outreach to low-income neighborhoods is always a best practice. If there are students who are interested in your program, we would never expect an organization turn them away because of any positive or negative financial situations.</i>

Request for Proposals (RFP) #223 - Question and Answer Log

Name	Organization	Question	Program Area or Administrative?	Response
Linda Becker	SFMade	Will any documentation from the student or their family be required?	Area X, Advanced Manufacturing On-Ramp Program	<i>Since the resources funding this grant will be from the local General Fund pool, documentation like Right-to-Work and/or Financial Eligibility docs will not be required. It is always a best practice to support program participants to gain access to Right-to-Work documents so they can be gainfully employed at the end of the program.</i>
Linda Becker	SFMade	Can the program serve recent graduates who participated in Work Based Learning as students?	Area X, Advanced Manufacturing On-Ramp Program	<i>While we prefer that students are currently enrolled within the SFUSD system, you still can serve young adult graduates of SFUSD, but not over the age of 24.</i>