



Question & Answers
September 23, 2013

1. What is the minimum/maximum proposal amount that organizations can request?
 - At the moment a minimum/maximum grant amount has not been established. Part of the determination for funding decisions will be based on the service area being covered and the size of the client population in that area. Funding for current centers ranges from \$100,000 to \$300,000 per year.

2. Will Scioto County Minority Business Assistance Center be governed by the Hamilton County Minority Business Assistance Center or Cincinnati regional Minority Business Assistance Center when it comes to grant proposals submitted for funding consideration, or will each primary county submit proposals independently for funding consideration?
 - The proposed HOST organization for each proposal submitted in response to the RFP must be located in one of the primary counties. For this specific region, the proposed HOST organization must be located in one of the following counties: Scioto, Clermont, Hamilton, Butler or Warren. However, the organization selected must provide a plan to demonstrate how they plan to cover the entire service territory.

3. Is there a definitive amount for the total allocation for the Minority Business Assistance Centers state-wide? If so, what is the amount?
 - Since there is a possibility of additional one time funds, we do not have a definitive total allocated for the Minority business Assistance Centers. The total current (Fiscal Year 2013) amount is \$1,100,000.

4. SECTION 8 RFP EVALUATION CRITERIA – EVALUATION FACTORS. What is the scoring process? For example are there numerical valuations placed on each section, or experience?
 - There isn't currently an evaluation form that has been developed. Proposals will be evaluated for completeness and responsiveness to the RFP. In general, they will be judged based on knowledge of the geographic area being served, knowledge of area businesses and opportunities in the service area and by the clear articulation of effective strategies that support development of those businesses. Some consideration will be given to work done by HOST organizations under previous grant agreements with Development Services Agency, Minority Business Development Division. The Division will make every effort to evaluate each proposal fairly and



consistently and we reserve the right to request that proposers present their plans in person.

5. There are qualifications listed for the Business Counselor (section 6.3.1, page 19), and under eligible costs (section 7.2.3, page 21), we're to detail Consultants' information and expertise – **do we need to submit resumes for all of the counselors and consultants we expect to use, or just for the Director as indicated on the Required Exhibits Checklist** (page 23)?
 - Please include resumes for the Director and any principal consultants you plan to use as service providers through the Minority Business Assistance Center.