

Addendum One

Issued Date: June 5, 2020

Solicitation Title: Trusted Messenger & Media Messaging

Addition(s)/Change(s)/Clarification(s):

- Change in Solicitation Response Due Date
- Change in Terms and Conditions
- Other

Please Note the Following Addition(s)/Change(s)/Clarification(s):

1. Do we have to serve only Ramsey County residents with this grant?
ANSWER) Yes. Note: this is not a grant. It will be a professional services agreement paid with grant funds.
2. Can the county provide us the Ramsey County demographic information such as how many Karen speaking people live in the Ramsey County?
ANSWER) We don't have a way to get exact countywide numbers but can pull how many Karen's speaking persons are on our largest public programs.
3. Is this a service that Ramsey County is trying to create a master contract for, but that Cities are still required to pay for? Or is it an opportunity to apply for participation and utilization?
ANSWER) This is a contract opportunity that is specific to the RFQs. This will not be a master contract.
4. Do we need a Fiscal Agent, or can we apply as a for-profit media organization? Or do I just ignore the part on the application about all of the non-profit/fiscal questions? (Because it says if you are *not* a non-profit to put your fiscal agent.)
ANSWER) You would be the Fiscal agent. Be sure to answer all the questions.
5. How much can an organization apply for?
ANSWER) Per the RFQs:
 - **Media/Messaging: (10 contracts) up to \$10,000 and (2 contracts) up to \$25,000**
 - **Trusted Messenger: (15 contracts) up to \$10,000**
6. Eligible expenses?
 - a. our messengers are people who have been impacted by homelessness and housing crisis in diverse cultures in Ramsey County.... we pay a stipend for those services. Is this an eligible expense?
ANSWER) Yes. Your agency would be responsible for the stipends.
 - b. travel- bus tokens
ANSWER) Yes, this is allowable expense if it covers travel for the trusted messenger or community

served. Please give detail in your budget for this expense and it will be assessed.

c. Staff costs to assist messengers with materials, training, guidance?

ANSWER) Yes this is allowable. Please give detail in your budget for this expense and it will be assessed.

d Printing, posters. material costs?

ANSWER) Yes, this is allowable. Please give detail in your budget for this expense and it will be assessed.

7. e. Administrative Costs? what percentage of the grant?

ANSWER) Please give detail in your budget for this expense and it will be assessed based on the amount of the awards listed in question #5 up to 10 %. Note: this is not a grant. It will be a professional services agreement paid with grant funds.

8. I am working with six centers that do work with the East African community will I have to complete an application for each center or Can I fill out one application for the six under one organization name and request funding for the outreach work for all six organizations?

ANSWER) Your agency can serve as the fiscal agent and sub-contract with the agencies based on the awarded amount. No additional funds will be awarded for sub-contracts.

9. As an EAC advisor (working with Ramsey County's RECERT team), I am not sure if it would be a conflict of interest. I don't really see why, as what I advise for spending - and how I help further reach the community seem to be in line with each other, but not sure. If I can still apply, please let me know, if I am not able to due to a conflict - I do understand.

ANSWER) You can apply. You would not be able to be a reviewer for these funds.

10. I am trying to get clarity is this for the organization that I work for or could something I create my own programs.

ANSWER) You can apply as an individual trusted messenger or with an organization. A W9 will be required.

11. Is this a language/community for whom you are seeking communication?

ANSWER) We are seeking to contract with diverse communities that provide linguistically appropriate services to communities impacted by COVID-19.

All Addendum(s) are to be acknowledged on the Solicitation Cover Page to be included with your submission. FAILURE TO DO SO MAY RESULT IN REJECTION OF THE SOLICITATION RESPONSE. Unless otherwise specified above, the Solicitation Response due date and time all other Terms and Conditions remain the same.

Sincerely,

Karen Bollinger, CPPB
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Ramsey County representatives recommending this Addendum acknowledge that all Ramsey County solicitation policies and procedures have been followed.