**Anacostia Ambassador Q & A from the Pre Application Meeting**

**Q1: If an applicant is planning to partner with another organization will it strengthen the application and should the applicant have the other organization write a supporting letter?**

A1: If an applicant is proposing to work with another organization, then the applicant must include a description of the partner's involvement and resource commitments. See more information regarding partnerships on page 13-14 of the RFA).

**Q2: Does the budget proposal have to dedicate a certain amount of money for specific criteria, for example does X% of the budget need to be dedicated to staff while another Y% of budget needs to be dedicated to supplies or travel?**

A2: The proposed budget needs to reflect how the applicant plans to use the money awarded through the grant in whatever way they see fit in order to accomplish the project.

**Q3: On page 10 of the RFA, it mentions that the proposal should be limited to 10 pages double spaced. What should be included in these limited 10 pages?**

A3: See Section 3.2 Proposal Content. Everything listed under (c) Project Description and (d) Applicant should be included in the proposal with the exception of (c) (6) the Project Budget and (d) (3) Past performance which can be an additional attachment.

**Q4: What is the timeline for the required work plan? Is it for one year or does it need to include the potential additional years of funding for the grant?**

A5: The workplan should cover the 12 months.

**Q5: How long will it take after the RFA due date for a decision to be made and a grant to be awarded?**

A5: DOEE expects to notify each applicant in writing of the award status six to twelve weeks after the application’s due date of March 4, 2019.