



## FAQs

### Request for Proposals for Training Program and Administration Services

1. Can a previously created curriculum be used for this program?

While previously created content can be used as a basis for developing curriculum for this project, our intent is for the created content to be original to this contract and able to stand alone for future use as a self-guided training resource.

Task 2.1.e. of the RFP states, “The courses must be designed in such a way that they can be utilized as free-standing, self-paced courses for ARC’s indefinite use, starting at the end of the training period. Although external tools may be incorporated and referenced appropriately in the curriculum, the entire course content must be original and produced solely for this contract ‘work for hire.’”

2. On page 12, under key program dates: can you confirm that the Training Program is scheduled for Winter 2025? (January-February start date?)

Yes. The start date of the training courses themselves should land around February 2025 per the key dates listed in the RFP.

3. As a current ARC grantee, are we eligible to pursue this contract?

Simply being an ARC grantee will not prevent you from pursuing this contract. If you believe a conflict of interest may exist, please reach out to us for further assistance.

4. If we were to receive the contract, does that limit our ability to apply for grant funding in future ARC solicitations while overseeing the READY Nonprofit program?

Simply being a contractor with ARC does not limit one’s ability to apply for ARC grant funding during the period of performance or in the future.

5. Does paragraph 2.1 (e) on page 10 of the RFP prevent a contractor from using the material produced for ARC for future clients?

No. Section G (22) of the RFP permits the selected contractor to assert copyright in and use the material produced under this contract, but it must also grant to ARC unlimited license rights in the material. Any future use could not infringe ARC's unlimited license as set forth in Section G (22) or otherwise conflict with the requirements of the RFP or contract.

6. Can you provide more clarification on the intended curriculum structure? Should there be one course curriculum covering all 7 topics that all participants complete, or should there be 5-7 separate courses that participants select from and complete just one course throughout the program?

The intended approach, for example, is that the contractor would develop a 6–12-week program that includes the topics as separate course options. Each nonprofit would select which course they would like to complete and only complete that one course during the program. – This is intended to be 1 program with 5-7 course options, each with their own course curriculum. Additionally, from the RFP - "The contractor may propose alternative course titles, structures, or contents that include all of these skills, and may propose additional courses or skills to cover based on their experience." Essentially, you can propose a different structure if you have experience with a model that works well.