**STATE OF MAINE REQUEST FOR APPLICATIONS**

**RFA AMENDMENT # 1 AND   
RFA SUBMITTED QUESTIONS & ANSWERS SUMMARY**

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| **RFA NUMBER AND TITLE:** | 202302033 Summer 2023 Forestry Stewardship & Career Pathways |
| **RFA ISSUED BY:** | Department of Education |
| **SUBMITTED QUESTIONS DUE DATE:** | March 22, 2023 at 11:59 p.m. local time |
| **AMENDMENT AND QUESTION & ANSWER SUMMARY ISSUED:** | March 29, 2023 |
| **APPLICATION DUE DATE:** | Friday, April 7, 2023, at 11:59 p.m. local time |
| **APPLICATIONS DUE TO:** | [Proposals@maine.gov](mailto:Proposals@maine.gov) |
| **Unless specifically addressed below, all other provisions and clauses of the RFA remain unchanged.** | |
| **DESCRIPTION OF CHANGES IN RFA (if any):**  Clarification on **prioritization of awards,** using a **survey in Program Outcome**s, and suggestions on **additional information** to provide with application. | |
| **REVISED LANGUAGE IN RFA (if any):**  The vision for the Forestry Stewardship & Career Pathways funding is to bring students from southern and coastal Maine to western and northern Maine for hands-on, outdoor learning experiences in the Maine woods. When evaluating and scoring applications, the DOE Grant Review Team will prioritize programs that are consistent with this vision. However, nonprofit organizations with programs outside of western and northern Maine are still eligible and encouraged to apply.  Applications with **program outcomes** that include a student or staff survey are asked to include **2-3 sample questions.**  As stated in Appendix D (pg. 16) of the RFA, collaboration with an additional community nonprofit and/or school is an optional use of this funding. Programs that choose to do this are encouraged to attach a **letter of intent from the collaborating nonprofit** and/or school. A copy of a brief email correspondence would be fine.  If it is applicable, we suggest attaching a **draft sample program agenda** to the application submittal. | |

**Provided below are submitted written questions received and the Department’s answer.**

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| **1** | **RFA Section & Page Number** | **Question** |
| Section D, p. 5 | Is this grant available to public schools or do we have to partner with a non-profit? |
| **Answer** | |
| Public schools are not eligible for this grant. As outlined in the eligibility requirements, to be eligible, “the applicant’s organization must be a **nonprofit organization** specializing in forest ecology and sustainability, wildlife habitat protection, and/or associated career experiences for Maine youth.” However, the nonprofit organization may partner and collaborate with an additional community nonprofit and/or school. | |

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| **2** | **RFA Section & Page Number** | **Question** |
| Section A, p. 1 | Does “forest-based setting within the Maine Woods” include urban forests? |
| **Answer** | |
| Please see Amendment #1 (above on page 1) for this answer. | |

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| **3** | **RFA Section & Page Number** | **Question** |
| N/A | If we have been awarded a “Coastal Ecology Summer 2023” grant, may we apply also for the “Forestry” program? |
| **Answer** | | |
| Yes, awardees of another grant may apply for this current grant. | | |

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| **4** | **RFA Section & Page Number** | **Question** |
| Section B, p. 1 Appendix E, p. 18 | What are the procurement procedures for this grant? |
| **Answer** | |
| The Agency Uniform Guidance in the RFA details the procurement procedures that are to be followed for this grant. FMI: [eCFR :2 CFR Part 200 -- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1) | |

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| **5** | **RFA Section & Page Number** | **Question** |
| Application, p. 15 | Are overhead costs allowed? |
| **Answer** | |
| All costs submitted for reimbursement must be applicable and aligned to the objectives of the RFA. | |

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| **6** | **RFA Section & Page Number** | **Question** |
| Application, p. 15 | Are indirect costs allowed in the proposed budget? |
| **Answer** | |
| Indirect Cost Rate is an agreement that must exist between an organization and its cognizant agency. In the “other” category of the Program Budget, applicants may budget for amounts that would not exceed their restricted indirect cost rate, as approved by their cognizant agency. Restricted indirect cost rates differ from traditional indirect cost rates and typically range from 2 percent to 5 percent of the total award amount. The Department offers no guarantee of a specific restricted indirect cost rate for potential bidders. If awarded, DOE will require copies of appropriate supporting documentation from the applicant’s cognizant agency. | |

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| **7** | **RFA Section & Page Number** | **Question** |
| Application, p. 15 & 16 | Are equipment expenses eligible for reimbursement? |
| **Answer** | |
| Under [2 C.F.R. § 200.1](https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-A/subject-group-ECFR2a6a0087862fd2c/section-200.1), equipment is defined as tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or $5,000. Supplies are any tangible property that does not fall under the definition of equipment.  Supplies and equipment that are essential to the success of the program are eligible for reimbursement. The subrecipients must maintain an inventory of equipment that is tracked and tagged. After the program, the item(s) can remain on site for the continual use of its original intent. To dispose or sell of the supplies or equipment when they are no longer needed, the subrecipient is to request disposition instructions from DOE’s Office of Federal Emergency Relief Programs (OFERP). Applicants may enter their budget for equipment in the “other” category of the Program Budget. Details of these anticipated purchases should be in the Budget Narrative. The SubAward Agreement will provide directions on inventory tracking expectations. | |

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| **8** | **RFA Section & Page Number** | **Question** |
| N/A | Is this a reimbursable grant model? Are you able to work with grantees to ensure they have sufficient funds to administer the program? |
| **Answer** | |
| This is strictly a reimbursable grant model. All expenses must align with the intent of the program and are only paid after the cost is incurred by the subawardee. The Subaward Agreement will provide invoice directions and documentation expectations. | |