

# REQUEST FOR PROPOSALS (RFP) FOR NAVIGATOR GRANT PROGRAM

## ADDENDUM NO. 1 – QUESTIONS & ANSWERS

MAY 6, 2024

	<b>Question</b>	<b>Answer</b>
1.	Can a local health & human services department apply for the Navigator Grant Program?	Please refer to 45 C.F.R. § 155.210, specifically permitting “State or local human service agencies” to receive grants under the Exchange’s Navigator Grant Program if they meet all other Program eligibility criteria specified in section 2 (“Scope of Work”) of the RFP. <i>See</i> 45 C.F.R § 155.210 (c)(2)(viii).
2.	Are “Indirect” costs covered by a grant?	Each Respondent must devise a proposed Community Outreach Plan, which must include a budget reflecting all necessary costs to perform the Navigator duties (e.g. travel, mileage, sponsorship, community event costs, program materials, supplies, staffing, etc.). Navigator Grants, however, cannot be used to purchase computers/laptops or other infrastructure-related resources. Please refer to section 2 (“Scope of Work”) of the RFP for more information.
3.	Could you please clarify whether there is provision within the budget to accommodate the inclusion of an additional staff member alongside the Navigator?	As stated in subdivision vii. of subsection I. of section 3 (“Navigator Application Requirements”) of the RFP, Respondents must include information in their Proposal about their Navigator Program’s staffing structure, including, among other things, the name of the primary contact for the Proposal and the names of the primary individuals who would work with the Exchange. Furthermore, as stated in Section 2 (“Scope of Work”) of the RFP, a Respondent’s Community Outreach Plan must include a budget reflecting all necessary costs, including staffing costs, to perform the Navigator duties.