



Questions and Answers No. 5
Request for Application #16-01
Connector Entity Grants for Navigator Services FY 2017
April 5, 2016

Ladies/Gentlemen: This list of questions and responses is being issued to clarify certain information contained in the above referenced RFA. Nothing in MHBE's response to these questions is to be construed as agreement to or acceptance by the MHBE of any statement or interpretation on the part of the applicant.

1) **Question:** If an organization has a federally approved indirect rate and either part or the entire source of this RFP funding is federal, would MHBE accept the allowed indirect rate per the new Uniform Federal Guidelines, 2 CFR Part 200?

Response: No

2) **Question:** MHBE RFP Amendment 2 characterizes certain costs as indirect that are commonly categorized by government funders as direct program costs. For example, Amendment 2 notes that all telephone and internet are indirect costs. But mobile phone plans for Navigators are a direct cost of implementing the program, neither administrative nor indirect. Other examples provided are rent and supplies. As allocated directly to program use, these are not part of the indirect cost pool and are generally accepted as direct program costs. Could these types of costs therefore be itemized as direct costs separate from the 15% indirect that the RFP guidance allows?

Response: See clarification posted 4/5/16 - Rent, utilities, phone, and internet that are allocated directly and completely to CE program use may be billed direct. Any such costs allocable across multiple programs must be billed as indirect.

3) **Question:** If an organization allocates some fiscal, IT, and compliance costs directly to each program they operate, can they be itemized and included separately from the indirect costs?

Response: No. If the costs are allocable across programs they should be included in indirect costs.

4) **Question:** If an organization has an approved indirect rate and does not reach the RFP's cap of 15% indirect costs using the definition offered by the funder, may we use the remaining funds to charge a portion to our federally-approved indirect rate?

Response: The indirect cost rate on this grant can be no greater than 15%. The MHBE will not be considering federally negotiated indirect rates.



Date Issued: April 5, 2016
Michelle Compton
Procurement Officer