

CERF Regional Facilitator RFP

RFP Addendum No. 1 – Questions and Answers



1. **Question** – Does the facilitator have to be from the local region?
Answer – No. There is no geographical preference if the facilitator can be present for meetings as needed.
2. **Question** – Can you share the budget for the project?
Answer – The total budget for the 2-year CERF planning process is \$5,000,000.
3. **Question** – Will the Regional Facilitator be a resource available to the Local Facilitators or will they be expected to be at every local meeting?
Answer – The Regional Facilitator will work closely with representatives from the local conveners, research team, and CVCF throughout the process to provide overall support and direction. Regional Facilitator will be expected to attend 1-2 local HRTC meetings and to facilitate monthly calls with them. See “Expected Outcomes and Consulting Description” section of the RFP for more information.
4. **Question** – Is the plan the final product for this contract or does this also include implementation after the plan is submitted?
Answer – The regional plan is the final product for this contract. Implementation of the planning process is the work of this contract. See “Regional HRTC” section of the RFP for more information.
5. **Question** – Does the Regional Facilitator work on the local plans or only the regional plan?
Answer – The Regional Facilitator will assist the local HRTCs with their process and will facilitate the development of the regional plan. See “Regional HRTC” section of RFP for more detail.
6. **Question** – How many meetings do you think the process will take?
Answer – The facilitator will develop and coordinate the meeting schedule for the regional planning process, in cooperation with the representatives from the local HRTCs and CVCF. The regional planning process is expected to take approximately 4-6 months and will include approximately 25 representatives from the local HRTCs.
7. **Question** – When is the regional plan due? Is this due date based on the state mandated deadline?
Answer – The regional plan is due June 30, 2024. The due date is based on the state mandated deadline and is subject to change at the discretion of the state.