

## FY 2012 Illinois Statewide Technical Assistance Center (IS-TAC) RFP Q & A

- **Question:** Can you explain how this works? Are proposals expected to support one of the 4 existing centers?
- **Answer:** The Agency expects to receive proposals that support and integrate all of the projects outlined within the RFP and to coordinate them with ISBE and the other statewide initiatives (e.g., Statewide System of Support (SSOS), IARSS Regional Delivery System, and I-Rtl Network).
  
- **Question:** In the RFP, specifications for the narrative section are given. Can anything be appended to the narrative or is all narrative information to be included only within the 15 pages?
- **Answer:** Charts or graphs visually representing information previously contained with the narrative may be included as Appendices.
  
- **Question:** In the RFP under "criteria for review and approval of proposals," 30 points go to the "proposed plan." However, under the proposal narrative requirements (pages 12-13), the only section that calls for a plan is "communication plan." Will readers be deducting a plan from reading the responses to the other categories or is it expected that a "plan" be clearly distinguished in the narrative from the other criteria stated?
- **Answer:** The language "proposed plan" is defined as the overall proposal being submitted. Readers will be looking for the applicants demonstrating a sound approach to carrying out the purpose of the RFP.
  
- **Question:** Are we expected to make any mention of the project evaluation in the narrative portion of the proposal or just consider that item being addressed by entering the \$181,352 in the budget for administering the current statewide evaluation plan through June 30, 2012?
- **Answer:** Within the narrative of the proposal the following information must be included:
  - Expertise & Experience;
  - Partnerships & Collaboration;
  - Project Personnel;
  - Capacity;
  - Communication Plan; and
  - In-Kind Contributions.

Including information regarding expertise, experience or capacity for evaluation planning would be appropriate. \$181,352 must be included in the budget for administering the current statewide evaluation plan through June 30, 2012.