

**State of Connecticut
Office of Policy and Management**

NONPROFIT COLLABORATION INCENTIVE GRANT PROGRAM

REQUEST FOR APPLICATIONS (RFA)

June 5, 2012

AMENDMENT 1

QUESTIONS AND ANSWERS

July 17, 2012

PROJECT APPLICATIONS

1. What are the bidders requirements related to the development of a technology project?

All procurements must be competitive, except for a facility purchase or facility loan refinancing. An applicant may use a price quote from a vendor or website to calculate the amount of the grant funding request. This amount is only an estimate for the purpose of the application. If selected for a possible grant award, the applicant will be required to conduct a competitive procurement process to select a vendor. For additional information refer to the Technology Project Application Instructions under C. 1 Grant Award Requirements: Written Bids.

2. If requesting support for the purchase of a vehicle, with a primary purpose of providing maintain the grounds of a 350 acre facility and transport equipment to various fundraising sites, would this be considered equipment or transportation for the purpose of the RFA?

The purchase of a vehicle is considered transportation.

3. If the owner of a business serves on the Board of Directors of one of the collaboration's participating organization, is there an ethical concern if the business submits a bid or quote for a procurement of the collaboration?

The Board of Directors of the collaboration's participating organization is directed to consult with the Legal Office of Office of State Ethics (e.g., Connecticut Office of State Ethics, 18-20 Trinity Street, Suite 205, Hartford, CT 06106, 860/263-2400; www.ct.gov/ethics) and its own legal counsel with regard to the applicability of the State of Connecticut Code of Ethic Laws to such hypothetical. In general, if an organization is hired by the State as a consultant or independent contractor, its members are prohibited from the following:

- Using your authority under the contract or any confidential information acquired during the course of the contract for your financial gain or the financial gain of your immediate family or employees;
- Accepting another state contract that would impair your independence of judgment or your performance in your existing state contract; and

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- Accepting anything of value based on the understanding that your actions on behalf of the state would be influenced. Conn. Gen. Stat. § 1-86e (1) – (3); see also Conn. Gen. Stat. § 1-101nn and Guide to the Code of Ethics For Current or Potential State Contractors (http://www.ct.gov/ethics/lib/ethics/guides/contractors_guide_10.pdf).

In short, any and all applicants and participating organizations must adhere to all of the ethical considerations applicable to State contractors set forth in Chapter 10 of the Connecticut General Statutes. In addition, the Board shall consult with its legal counsel as to whether the collaboration's actions align with the participating organizations' internal ethic policies, practices and/or rules that govern the conduct of its Board of Directors.

COSTS

4. (Applicable Only to the State's POS Contractors)

If an applicant's OPM-approved Cost Allocation Plan dictates that more than 5% of funds should be allocated towards administration, is the applicant still considered in compliance with the OPM cost standards?

OPM does not review or approve Cost Allocation Plans. The Cost Standards do not specify the percentage of funds that must be allocated for administration. Questions concerning compliance with OPM's Cost Standards must be directed to the State agency that executed the Purchase of Service (POS) contract with the organization.