



Department of
Development

John R. Kasich, Governor

Christiane Schmenk, Director

Ohio Solar and Wind Working Group Request for Proposal DEVOEO #12 – 01

Questions and Answers

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Note: Any questions on the program should be directed by e-mail to ohioenergyoffice@development.ohio.gov.

The time period for Questions and Answers will close at 5:00 p.m. on Thursday, September 1, 2011.

- 1. Q. The RFP states that “All deliverables and activities relating to this RFP must take place within the State of Ohio.” We are based in Washington, DC, and although we would certainly travel to Ohio for meetings, we are wondering whether our location disqualifies us for this RFP. Would it be possible to let us know whether or not we are eligible?**
 - A. All meetings and the annual summit must occur in Ohio. While we recognize conference calls and e-mails may originate from locations in the United States but outside of Ohio, the beneficiaries of the program must be Ohio stakeholders. Stakeholders may be domiciled in locations outside Ohio so long as they may be logically tied to the Ohio solar or wind industry.

- 2. Q. Please clarify or confirm: Activities proposed can in fact take place outside of the State of Ohio in order to satisfy the Objective and Deliverable stated above. Travel and living expenses can be submitted as part of these “national” agendas.**
 - A. All meetings and the annual summit must occur in Ohio. Attendance at a national conference in another state is acceptable as long as the expenses may be directly tied to outreach activity on behalf of Ohio. Travel and expenses at a national conference are reimbursable but subject to state travel rules. For more information, see [State of Ohio Travel Rule 126-1-02](#).

- 3. Q. The RFP states that the “Applicant must include a budget narrative detailing how grant funds will be spent.” Is this in addition to the Budget Information (pages 15-18 of the RFP)? If so, is there a separate form or format?**
 - A. A detailed budget narrative is required in addition to the budget information form. The budget narrative should include greater detail on how grant funds will be spent to accomplish the deliverables of the Program. If known, a list of identified or type entities should be included within the budget narrative and explanation on how the expenses were calculated to determine budget amount. Where applicable, applicants shall include an explanation of their procurement process that complies with federal requirements.



4. **Q. The Budget Information Form includes a line item for Plant Implementation/Assessment on page 15. This is detailed further on page 18 as costs for energy assessment. However, there does not appear to be an explanation of this in the RFP. Can you please provide more information on this budget line item?**
- A. The budget form is used for all of Development's grant programs. Not all line items may apply to this proposal. Only line items which an Applicant anticipates having reimbursable costs should be completed.
5. **Q. The domain name ohiosolar.org is already owned, will another website be provided by the Ohio Department of Development? Will the Ohio Department of Development pay website hosting and any other website related fees? Or are the website hosting fees to come out of the award?**
- A. The corrected website address is <http://www.ohiosolarworkinggroup.org>. All web related fees associated with this project may be included in the overall budget and budget narrative.
6. **Q. Regarding the ninth deliverable bullet point: "Attendance at two national tradeshows representing the Ohio solar supply chain and at least two national trade shows representing the Ohio wind supply chain;" does attendance mean simply attending or will exhibiting at the tradeshows be required?**
- A. Exhibiting is not specifically required in this RFP at the national event. However, applicants may elect to reserve booth space as part of their outreach strategy. Applicants which demonstrate a strong outreach approach in their proposal will be given stronger consideration.
7. **Q. Related to the second eligibility bullet point: "All deliverables and activities relating to this RFP must take place within the State of Ohio," and the ninth deliverable bullet point above; do the national tradeshows have to be in Ohio?**
- A. National trade shows may be located outside of Ohio, but must occur within the United States.