

**Request for Proposal S-10000-000016630**  
**Questions and Answers**  
**From Pre-Proposal Conference**  
**July 8, 2026**

**Question:** **15% Administrative Maximum:** Just to clarify, Outreach/Enrollment FTE would need to be included in the 15% administrative maximum, correct?

**Answer:** Correct, personnel costs must be included in the 15% administrative costs.

**Question:** **Range of Households (Eligible Refugees) Served:** Is there a projected minimum and maximum range of households each agency will be expected to handle, and what is an equitable case load between the four awardees?

**Answer:** The RFGP does not list minimum or maximum numbers of households that need to be served by a Recipient. Recipients are required to serve households until they exhaust funds or the grant ends.

**Question:** **Budget Format:** Are there any recommendations on the budget format since this is a simple budget request of two line items, or should the 15% indirect cost be more thoroughly classified?

**Answer:** The budget should clearly identify the administrative costs (not to exceed 15%) and the funding to be disbursed to Eligible Refugees.

**Question:** **Grant Period:** What are the Grant Agreement operation dates after the notice of intent to award, is it September 1 or later?

**Answer:** Allowable activities under the Grant Agreement may begin as soon as the Grant Agreement is executed.

**Question:** **Assistance Funding Disbursement:** Will the assistance be given to the Recipient and then the processing costs will need to be leveraged by the Recipient or will the Recipient staff submit for Eligible Refugee assistance and ODHS will process the assistance?

**Answer:** Per Section 2.4.4.1, funds will be disbursed in four payments to the Recipient. Each payment shall be 25% of the total grant amount. The Recipient shall receive the next payment only after 90% of the previously disbursed funds have been fully expended. The Recipient will be responsible for issuing financial assistance to Eligible Refugees as listed in Section 2.4.2.5 of the Request for Grant Proposal.