



Interagency Outreach Training Initiative Q&A from January 22, 2025, RFP Call

1. Who are the proposed trainings for?

As outlined on page 2 of the RFP, training and professional development activities funded through IOTI grants must align with the needs identified during the needs assessment process. These activities should specifically address critical gaps in knowledge and skills and provide training to **paraprofessionals direct care staff, individuals with disabilities, their family members, and/or volunteers directly working or supporting people with disabilities.** While participation by professional staff is not excluded, they should not be the primary focus of proposals seeking IOTI funding.

2. The RFP that I received doesn't include the attachments.

The "attachments" are included in the document (page 7-9). Attachment A: IOTI Proposal Cover Sheet, Attachment B: IOTI Work Plan, Attachment C: IOTI Evaluation Plan Matrix Template

3. Is there a Budget Template provided?

No specific budget template is provided. Applicants should prepare a detailed budget and accompanying budget narrative as outlined on page 5 of the RFP. The line-item budget should cover the entire three-year project period and include the following major categories, as applicable: (a) Personnel, (b) Benefits, (c) In-State Travel, (d) Supplies and Materials, (e) Subcontracts, and (f) Other. The budget narrative should clearly explain how and why the funds allocated for each line item support the project's goals, objectives, and activities.

4. How competitive is the RFP?

IOTI is a competitive grant competition. All applications will be evaluated and scored by a panel of reviewers, with awards granted to the highest-scoring applicants. We do not know how many applications we will receive at this time.

5. Partnership Commitment – What if we don't have partner organizations? Should we skip that part?

As outlined on page 5 in the RFP, applicants must describe their existing partnerships as well as any potential new partnerships to be established during the project. Applicants are required to submit at least two letters of support from partner organizations. These letters should detail the nature of the partnership and the organization's role in supporting the project through activities such as development, input, recruitment, and promotion of training courses. Applicants who do not complete this section will not receive points for this scored component.

6. If an IDRPP project submits a proposal, can partnership commitments be other projects at the IDRPP?

No, applicants must demonstrate that they have established community partnerships that are essential for addressing broad community needs, rather than relying on internal partnerships.

7. I am a current awardee; can I submit a proposal for the same project?

Yes, you can submit for the same and/or enhanced project. You should include performance data for the previous proposal to demonstrate project capacity to continue to provide training.

Any additional questions should be directed to Jen Morgan at jen.morgan@usu.edu.