



May 31, 2024

**Request for Proposals**  
**November 5, 2024, Consolidated General Election**  
**Ranked-Choice Voting Education Partnership**

- 1. Is there any chance that at least one overview document could be produced in Japanese?** The Department of Elections does not have capacity to produce outreach materials in Japanese.
- 2. Would Episcopal Community Services sponsorships of particular ballot measures disqualify us from receiving funding through the Ranked-Choice Voting Education Partnership grant opportunity?** Most likely not, provided you kept separate accounts and did not use grant monies to promote the ballot measures. You will also need to develop and distribute all materials specific to the requirements in the RFP, and ensure the materials do not reference your support of ballot measures. For example, handing out flyers about ballot measures at a grant-funded voter registration drive would be inappropriate.
- 3. For the reference portion of the proposal, are Department of Elections employees allowed to be our reference on the grant application? If not, are there any other restrictions to who our references are allowed to be?** Yes, you may use our staff as references if you like. We are not aware of any such restrictions.
- 4. Are indirect costs an allowable expense for the Ranked Choice Voting grant? If so, what is the maximum allowable percentage of indirect costs that can be charged to the grant?** Given that the term “indirect costs” is not defined in this RFP or its attachments, we cannot answer your question with precision. You may find relevant expense guidelines in Section 5.3 and Appendix A of the Grant Agreement template.
- 5. Is transportation an allowable cost under the ranked-choice voting education partnership opportunity?** Transportation costs are excluded from eligible expenses. You may find relevant expense guidelines in Section 5.3 and Appendix A of the Grant Agreement template.
- 6. Can you clarify if we already received funding from the DOE for the 2024 March Primaries, are we still eligible to receive funding through one of the two current RFPs?** Yes, provided your organization meets the minimum requirements as stated in Section 4.1 of the RFP.
- 7. The RFP mentions the requirement of training. However, it does not specify the nature of this training. Could you please provide details such as the duration, whether it's in-person or virtual, and any other relevant information about the training that is required for this grant?** As shown in the RFP schedule, the training program for successful applicants will take place the week of August 26<sup>th</sup>. It will mostly likely be conducted online and take up to four hours.
- 8. Within the guidelines established by the City, can we create our own outreach plan/methods of outreach?** Yes. As stated in Section 3.3 of the RFP, any such outreach plan would need to be approved by the Department of Elections and would need to utilize official Department materials and methods or approved modifications.
- 9. Will there be other RFP opportunities closer to the election?** No, the Department is not planning to issue any additional outreach related RFPs this year.