

Housing Trust Fund Corporation

Request for Proposals (RFP) for Weatherization Training and Technical Assistance Services

Questions and Answers - Updated May 13, 2024

Number	Questions	Answers
1	May we propose to create trainings on some, but not all, of the topics in both the CTS and STS categories? Or must a contract propose on all training topics for both CTS and STS categories.	A contractor must propose to create trainings on all the topics to meet the needs of the Weatherization Subgrantee Network.
2	Will HCR provide descriptions (of content) of the CTS courses?	HCR will not provide additional content descriptions of the courses. However, once a provider is selected HCR may work in partnership with the training provider on course development and refinement.
3	The RFB laid out the budget in terms of duration of a course and then offering it # of times upstate and downstate. The cost proposal spreadsheets only list duration and # of participants, not the number of times the course would be offered and where (upstate/downstate). Can you update the cost proposal spreadsheets to show the number of times the course would be offered and whether upstate or downstate?	The provider will identify where the courses will be offered. HCR has provided updated estimated number of hours in the cost proposal spreadsheet.
4	Would the contractor be required to fill the classes/trainings or just deliver them?	Contractors would be required to fill the classes. HCR would promote the classes to the network via newsletter, marketing, and outreach.