

**Response to Grant Research, Writing and Maintenance RFP Questions  
7/5/2023**

1. Does the City have an incumbent service provider in this role? Or has anyone held this role?

**Response:** No, the City does not have an incumbent service provider in this role. No one has held this role as this is a newly requested service.

2. The first item in the Scope of Work – 2.1.1 Grant Funding Needs Assessment and Strategy – says “Meet with City staff to identify grant funding needs and priorities, develop an overall strategy for identifying and securing grant funding.” What is the structure for meeting with staff? Individual meetings with department heads/key staff? Or through a City liaison? Other?

**Response:** The City envisions that the consultant would conduct separate meetings with each department. These meetings would include a team from each department. The City is open to creative ideas from the consultant on how to solicit input from each department.