

FY 2024-25 Entrepreneurship Program RFQ Questions and Responses

Will proposals be accepted from an organization that can support program elements for numerous regions of the state?

An organization that has the infrastructure to provide participants with cohorts, workshops, or networking opportunities in other regions of Florida are encouraged to and may submit a proposal to provide services in other areas of the state.

Are virtual cohorts to be led by live instructors or can it be “pre-recorded?”

All cohorts provided to participants are expected to be led by live instructors.

Section 6. Proposal Format, there are numerous requests for examples of materials. I am concerned that our proposal will exceed the 10-page limit. eg. Provide samples of marketing efforts with demonstrated success.

Examples of materials or letters of support are not included in the 10-page limit.

Please confirm that the Facilitated Business Model Canvas Program includes the 10 training modules, plus four workshops, and four networking events(a total of 18 meetings).

The Facilitated Business Model Canvas Program shall include a maximum of ten (10) training modules. Workshops and networking events are separate program elements that may be offered in addition to, but not as an extension of, the Facilitated Business Model Canvas Program.

Please confirm the budget for all three elements of the complete Business Model Canvas program (including 10 modules, plus four workshops, plus four networking events) is \$34,000.

See response above.

Compensation for the program elements are listed under Pricing on page 20: Facilitated Business Model Canvas Program is \$25,000 for in-person cohort or \$16,500 for virtual. Workshops are \$1,500 for in-person or \$1,000 for virtual. Networking events are \$750 per event.

Is there a timeframe during which the program must take place within the stated dates? Does the program have to begin on September 1, 2024 and run through June 2025 or can the partner plan the timing any time during the program timeframe?

The Entrepreneurship Program is an on-going program throughout the year. Respondents are expected to propose a timeline for program elements that occur during the Program timeline of September 1, 2024 - June 30, 2025.

For example, an organization may propose to offer two (2) Facilitated Business Model Canvas Program cohorts, offering one in the Fall 2024 and the other in the Spring 2024.

However, program offerings and quantity of programs and geographic location within the state are determined by Veterans Florida.

Where is the Expo 2025 in June? Are all Veterans Florida participants required to attend the Expo with the partner?

We have not determined the exact location of Expo 2025, however it will be hosted in Florida.

No, participants of the Program are not expected/required to attend, but are invited to attend. Partners will be asked to assist in marketing/promoting and to attend (attendance fee paid by Veterans Florida for cohort training partners) Expo 2025.

Keep in mind, the battle of the pitch participants are often selected from the cohort participants during the year. The pitch competition is hosted live and pitch competitors are expected to attend in person.

What are the required programs or numbers of each program to run during a Fiscal Year? Business Model Canvas Program, Getting Started Program, Growth Program, Workshops, and Networking events.

There is no overall minimum training requirement. Some partners specialize in training and others in offering networking events, which is taken into consideration when all proposals are reviewed. Veterans Florida will determine the number of program offerings provided based on the needs in the state of Florida. These needs will determine the quantity of programs and geographic location within the state.

Can the facilitator require participants to sign a Participation Contract prior to the start of the program? If so, can the facilitator state that failing to attend to at least 70% of Facilitated Modules may result in a financial consequence?

Cohort facilitators may elect to have participants sign a participant agreement. Such agreements shall not include fees paid by participants.

Are there any limitations to the use of grant funds for Facilitated Cohorts, Workshops, and Networking Events?

Compensation for services outlined in the RFQ will follow a fixed-price format for services delivered by the selected entity(ies). Veterans Florida funds must not be provided to participants for seed funding or capital.

Can a portion of funds be used to provide items like food, snacks, and refreshments for participants?

Compensation for services outlined in the RFQ will follow a fixed-price format for services delivered by the selected entity(ies).

How many additional pages can be added into the appendix?

We have not set a limit of the number of pages for the appendix, however the first 10 pages of the proposal response must include the summary, organization information and overview, experience, capabilities, and pricing.

What other information can be added to the appendix?

Letters of support, samples of reporting, sample of marketing efforts with demonstrated success, sample of recruitment efforts, sample of curriculum, and any additional information pertinent to the RFQ response.

What criteria pertain to support letters, if any?

Letters of support are optional. If provided, letters of support should emphasize the supporting organization's connection, administrative capabilities, importance of the Program, and potential benefits.

Who can write the support letters?

Letters of support are optional. If provided, letters of support should be provided by community leaders, elected officials, experts, or organizations with similar mission or interest. The writer of the letter should have a connection and be able to speak to the importance and impact.

Cohorts, are these taught throughout the entire state of Florida?

Veterans Florida will determine the number of program offerings and their locations provided based on the needs in the state of Florida and the proposals received. These needs will determine the quantity of programs and geographic location within the state.

**What are the number of events determined for each area, and by whom?
Is there a cap on the number of events?**

Veterans Florida will determine the number of program offerings provided based on the needs in the state of Florida. These needs will determine the quantity of programs and geographic location within the state.

What are the curriculum standards and requirements?

Review Scope of Work (p. 4), for additional information. Development of the necessary curriculum and schedule is the responsibility of the selected Partner. A sample curriculum should be provided with the proposal response submitted to Veterans Florida.

What are the delivery methods preferred and standards for delivering the curriculum?

As indicated in Program Components (p. 4), Veterans Florida prefers that in-person cohort training be offered to participants. In-person cohorts are offered live and include a meeting location for all attendees to meet and participate. However, Partners may offer virtual cohorts with participation via Zoom, Teams, Google Meet, or similar platforms.

Workshop events shall be open to any eligible participant. Veterans Florida prefers that workshops be offered to participants live and in-person and include a meeting location for all attendees to meet and participate. However, Partners may offer virtual workshops with participation via Zoom, Teams, Google Meet, or similar software.

Networking events shall be hosted in-person and may be a morning coffee and mingle, after hours networking, or other similar format. Networking events shall be open to any eligible participant, mentors, entrepreneurs, and community business leaders.

References: (page 19) What if you have no current or former clients due to being a new business?

Provide references that can attest to your capabilities and success. Be sure to include requested information (p. 19).

What is considered to be a rubric? This will help determine parts of our curriculum that may be tied to the rubric.

Veterans Florida has not developed a rubric. Outlined in the RFQ are the program goals, topics, and objectives.