



**Army Educational Outreach Program
Junior Science and Humanities Symposium Request for Proposals
Frequently Asked Questions**

Where will we be able to find the slides after the presentation?

These will be posted, along with FAQ and recording, on the AEOP Website.

Are there any parts of the country that don't fit into one of the 47 regions?

JSHS Regions cover all 50 United States, the District of Columbia, Puerto Rico, and Department of Defense Schools in Europe and Pacific. Students are expected to compete in their home region. Get started by finding your region at the link. <https://www.jshs.org/regional-competitions/find-your-region/>

Where is the appendix to the RFP?

There are ten attachments and no appendix – we apologize for the confusion. The RFP referred to an appendix containing the AEOP Articles of Collaboration and the AEOP Priorities and Core Objectives. The AEOP priorities and Core Objectives are in attachment 1, in the statement of work. The Articles of Collaboration are attachment 10.

For cost proposal, RFP shows 1 year, do you require a 5 year budget too?

We only require a one-year budget.

Is there a cap on indirect cost for this program? Which cost elements, if any, are excluded from the indirect base?

There is no limitation on indirect costs for this program. Indirect costs should be proposed and justified by the Offeror. Costs associated with the Regional Symposium, the National Program, and Scholarships and Awards, may be budgeted as Direct Costs not included in the Indirect Base.

In the Fundamental Elements of the AEOP Cooperative Agreement Award, the bullet points listed include using the expertise of a marketing organization and developing a data collection plan, etc: has this already been established or is this a new responsibility?

Widmeyer Communications provides communications expertise and there is a data collection plan in place. While not a new responsibility, the JSHS IPA is expected to annually assess and evaluate data collection plan/processes and provide recommendations for process improvements.

In the JSHS Program Requirements, are the tasks listed the responsibility of one awardee?

We anticipate that one Awardee is responsible for the tasks listed, but the approach is up to the applicant.

Should any grant funding be directed to each region competition besides the award funds?

Funds, in addition to scholarship awards for students, are directed to each region for local program execution.

With the exception of the regional prize moneys, is any funding for planning and conducting the individual 47 regional competitions directed through this Cooperative Agreement?

The funding, in addition to Prize money allocated to the regions, is inclusive of planning and is directed through this Cooperative Agreement

The RFP stated that the venues were selected 3 years in advance. Can Battelle provide the financial arrangements that are in place for the 2019 venue and its location?

The arrangements for the 2019 venue is currently being negotiated and will be transferred to the awardee.

Have the dates and locations for the regional and national JSHS competitions been set for 2019, 2020, and 2021?

The 2019 location is slated to occur Wednesday 24 April – Sunday 28 April 2019 in Albuquerque, New Mexico. The 2020 and 2021 locations have not been finalized. Recipient will work with Tri-Services to secure venues for 2020 and 2021. Target locations have already been identified.

We assume the Cooperative Agreement recipient will be responsible for travel, housing and meals for the students and chaperones. Are the chaperones selected at the regional level and if so, how many chaperones normally attend from the 47 regions?

The regions select the Chaperones and the students are selected through their respective regional JSHS symposia. While historically regional sites have sent more than one chaperone/representative to the national JSHS, program funding will only cover travel costs of 5 students and 1 designated chaperone per region.

Is the Cooperative Agreement recipient responsible for travel, housing and meals for the judges and if so, how many are typically non-local?

Most of the national judges come from DoD research laboratories or engineering centers. The recipient is not responsible for the travel costs of DoD Civilians, but will be required to support logistics coordination of national judges. Travel costs for national judges from academia are reimbursed through the JSJS program funds. Historically, judges from academia are local to the national location, and are typically less than 5 per year. Efforts are made to recruit judges/speakers from local commuting distance of where the national competition is held, however there have been instances where upwards of 60% of judges and speakers are from out of town. Historically, 50-70 judges/speakers have attended the national event.

Is the Cooperative Agreement recipient responsible for identifying the judges for the regional competitions or just the national competition?

The regional directors select the regional judges. Where feasible, the Army, Navy, and Air Force provide support to regional JSJS with respect to identifying and recruiting regional judges and speakers. The Tri-Services identify, recruit, and select judges for national event. The recipient is expected to provide nominations for national judges from academia and industry.

Does Battelle have an approximate number of students who will be travelling from outside the Continental United States?

There are currently 4 regional JSJS sites outside of the U.S. This would mean a total of 20 students and 4 designated chaperones will be travelling from these locations.

How will Battelle accommodate unforeseen increases in travel costs after the Cooperative Agreement is awarded?

The budget for travel is based on historic data and has been sufficient. If there are significant changes due or extreme circumstances, Battelle will collaborate with the Awardee and client to resolve.

Do proposals need to include Certifications 4, 5, and 6? We understand page 2 to read that Certifications will be provided and completed before an award is made, yet not submitted with the proposed scope of work.

It says in the Section 10 (page 2) of the RFP, "As part of the Offeror's proposal AND before any award may be made, the following certifications must be completed...". Please submit these certifications as part of your submitted proposal.