

Alpine AAA RFP Questions

- 1. When entering personnel expenses in the budget (whether hourly or salary), can we include the fringe benefits as well?**

Yes. The percentage of fringe benefits that correlate to the time spent on the program are a cost of running the program. Fringe benefits may be entered if they will be covered with Alpine AAA funds.

- 2. In the proposal, to be inclusive of our "true cost," "real budget," should we include estimates for indirect personnel costs – fiscal's admin time, and supervisor's time as well, even if we won't be reporting it for reimbursement? Or should we just be including staff time for direct program costs?**

Unfortunately, after further discussion with Simon, from Chocolate Software, the RFP system is not designed to track actual costs for the entire program. The budget should reflect projected expenses only for the funding requested, NOT the entire program as stated in the webinar. Please complete your budget to reflect what you expect to bill against the amount requested.