

Targeted Populations – Diversity and Inclusion Training for Small Business RFP FAQs

- 1. Will the PPT be sent out?**
 - a. A copy of the PowerPoint will be available on DEED's Competitive Grants and Contracts webpage: <https://mn.gov/deed/about/contracts/open-rfp.jsp>
- 2. How about if we're in operation for less than one year, Are we qualified? Also, if we have 6 employees are we qualified?**
 - a. Please be sure to review the eligibility criteria on page 6 of the [RFP](#). "All applicants must be currently operating, have been in operation for at least one year at the time of application."
- 3. Does this cover providing technical training to recruit diverse technical employees?**
 - a. Please further clarify your question in an email to Vanessa Roman at vanessa.roman@state.mn.us
- 4. While I meet the criteria for a small business, my business is actually providing Diversity, Equity, & Inclusion training. It seems as though this grant would not apply to me, but for other small businesses to potentially use their grant funds contract with me to provide my Diversity Made Simple training to meet that requirement. Is that Accurate?**
 - a. Yes, it appears that this would be an allowable training.
- 5. If we apply this month, how soon do we find out when we get approved?**
 - a. Please see the review schedule on page 10 of the [RFP](#).
- 6. I am a waiver provider can i apply for the grant. A waiver provider, i provide day services to people with disability, adult day care under 245D. can i apply for the grant to expand service and train myself and staff.**
 - a. Please further clarify your question in an email to Vanessa Roman at vanessa.roman@state.mn.us
- 7. I am a provider of DEI training and a question I am asked is "How should a business structure their proposal to include their own expenses to offer this training such as admin?"**
 - a. The application packet was updated to include the allowable expenses under this grant. Eligible expenses are limited to the cost of diversity and inclusion training, required supplemental materials, staff time related to training, and in-state travel expenses for attending training. Awarded applicants will be required to submit a detailed budget at time of contracting.
- 8. To clarify, is this grant to be for training programs or to train employees to work on my company and build capacity?**
 - a. This RFP is soliciting applications small businesses to provide Diversity and Inclusion training for its employees. Be sure to detail how you can expand your workforce and retain/attract people of color within your business by offering Diversity and Inclusion training within your business.
- 9. This grant is to receive DEI training, but not for proving the technical training, right?**
 - a. Correct, this RFP is soliciting applications small businesses to provide Diversity and Inclusion training for its employees.

- 10. Please do we have order grant that i can benefit from? if i don't fit in this one?**
- a. Please further clarify your question in an email to Vanessa Roman at vanessa.roman@state.mn.us
- 11. We wonder if university programs are eligible for applying for this grant. Accessing the grant will enable us to design Diversity and Inclusion training sessions, and provide training to small employers who are interested in learning DEI, at low or no fees.**
- a. Eligible applicants for this grant must be a small business as defined in [Minnesota Statute 645.445](#)
- 12. My question is, we're for-profit can we apply? If yes, what's the limit amount to apply?**
- a. Eligible applicants for this grant must be a small business as defined in [Minnesota Statute 645.445](#)
 - b. The maximum award for this grant is \$30,000.
- 13. However, are only training expenses allowable under this grant? I would appreciate it if you share with us a detailed examples of what this grant can be used for by an organization like us.**
- a. The purpose of this grant is to obtain Diversity and Inclusion training for small businesses. Eligible expenses are limited to the cost of diversity and inclusion training, required supplemental materials, staff time related to training, and in-state travel expenses for attending training. Awarded applicants will be required to submit a detailed budget at time of contracting.
- 14. The budget document I saw in the application packet did not have break down and so I am exploring what can a business be eligible for in terms of their cost:**
- a. Eligible expenses are limited to the cost of diversity and inclusion training, required supplemental materials, staff time related to training, and in-state travel expenses for attending training. Awarded applicants will be required to submit a detailed budget at time of contracting.