

SECTION B
SPECIAL INSTRUCTIONS FOR THE PREPARATION AND SUBMISSION OF APPLICATIONS

1. **Solicitation Number** 21-RFA-001
2. **Solicitation Type** Request for Application
3. **Issuing Office** Division of Strategic Business Development
 Liz Miller
 Caldwell Building, 107 East Madison Street, MSC-160
 Tallahassee, Florida 32399
 (850) 717-8968
 Liz.Miller@deo.myflorida.com
4. **Program** Florida Defense Reinvestment Grant (DRG) Program

5. **Calendar of Events**

Listed below is the calendar of important actions and dates/times by which the actions must be taken or completed. If DEO finds it necessary to change any of these dates/times, then DEO will include such changes in a subsequently-published addendum. The time referenced in the table below is Eastern Standard Time (EST).

Please note that any updates, addenda, and clarifications to this RFA will be posted as an addendum on DEO's website at www.FloridaJobs.org/Military-Community-Programs. **It is the Applicant's responsibility to monitor DEO's website at www.FloridaJobs.org/Military-Community-Programs for any RFA updates.**

	Estimated Calendar of Events	Date and Time
1.	Date of RFA issuance and publication	February 19, 2020
2.	Pre-Application Conference to discuss the grant opportunities. Toll Free Number: 1-888-585-9008 Participant Passcode: 496996231 Conference attendance for Applicants is not mandatory; however, participation is strongly encouraged.	February 27, 2020, 10:00 AM
3.	Technical Questions (Attachment E) due from prospective Applicants (ONLY e-mail inquiries will be accepted)	March 6, 2020, 3:00 PM
4.	Anticipated Posting of Questions and Answers	March 13, 2020
5.	RFA Applications Due	April 24, 2020, 3:00 PM
6.	Anticipated RFA Application Completeness Check	April 27, 2020 – May 1, 2020
7.	Anticipated Evaluation Period	May 4, 2020– May 15, 2020
8.	Anticipated Negotiations, if applicable	May 20, 2020 – May 27, 2020
9.	Anticipated Posting of Award	June 22, 2020