

**Youth Mentoring  
Request for Applications  
Children's Services Council of Leon County (CSC Leon)  
Addendum No. 1**

Below are questions submitted in accordance with the RFA and during the virtual information Session held on Friday, March 31. The corresponding answers are provided immediately below.

1. *Successful mentor programs often include mentor-mentee activities in the community which can involve transportation of mentees in mentor vehicles. Does the insurance requirement to have \$1M coverage extend to mentors?*
  - a. Any time a youth participant is being transported by anybody for program related activities, the driver and vehicle must be insured at the prescribed levels indicated in the final contract and referenced in the RFA.
  
2. *Is the application available as a Word document or any document outside of the portal so you can fill that in and then come back and fill in the portal?*
  - a. The application itself is not available as a Word document or any other fillable form. While applicants are able to save and return to their work, it will only save if done on the same device using the same internet protocol (IP) address with "cookies" enabled. We encourage applicants to review the application and create their own "Word" version to plan their application.
  
3. *When completing previous applications, questions had various character counts. Will the amount be increased for this application?*
  - a. There is a word count not a character count. Responses should be concise and work within the word count that is designated for each particular question.
  
4. *Can you cut and paste from Word (into the Application portal)?*
  - a. Yes. Please note, not all formatting will transfer. Applicants are encouraged to review what is "pasted" before hitting SUBMIT on the final page.