

**QUESTIONS AND ANSWERS**

APRIL 4, 2017

*QUESTIONS RELATED TO PROPOSALS:*

1. *The solicitation indicates that only one application will be accepted per agency. If an agency has multiple programs, can the agency include more than one program in the application?*

Yes, an agency with multiple programs can include more than one program in the application, as long as the agency submits only one application within the required page limits, requesting between \$1,000 and \$35,000.

2. *If our agency already applied for CORE Investments funding, may we also apply for Set Aside funding under this solicitation?*

Yes, there is no restriction from applying for Set Aside funds if your agency applied for CORE Investments funding.

3. *If our entity is a new program operating under a larger umbrella organization, can the new organization apply for Set Aside funding separately from the umbrella organization?*

No, however the umbrella organization can include more than one program in its application, as long as the umbrella organization submits only one application within the required page limits, requesting between \$1,000 and \$35,000. See Question 1 above.

4. *Is the Set Aside funding intended to ensure that smaller organizations have access to funding in case CORE Investments funding was challenging for them?*

The Set Aside solicitation for Letters of Interest (LOI) is open to all community-based organizations regardless of size. However, the Set Aside LOI process is simple and short, so it is intended to be accessible to a variety of organizations. The purpose of the "Set Aside" is to provide a relatively small total amount of funding for one-year of services and/or materials that address emerging needs, one time only projects or other safety net needs.

5. *Should our proposed services be based in an area in the unincorporated County?*

The Set Aside funding solicitation for Letters of Interest does not limit the area of the County where services or materials can be provided.

*QUESTIONS RELATED TO BUDGET:*

6. *In developing the budget for the Set Aside funding LOI, may nonprofits include operating expenses (in addition to program expenses) in their request, and should nonprofit applicants include indirect costs in the budget?*

The LOI solicitation for Set Aside funds does not require or prohibit operating costs and indirect costs in the application budget. As specified in the LOI, the budget should clearly describe how the money will be used to conduct the activities or purchase supplies specified in the application. The LOI requirements are that the budget identifies personnel and non-personnel items requested and the requested amount.

7. *Do the LOI Set Aside funding application requirements call for a pdf budget attachment or worksheet with a narrative identifying the personnel and non-personnel items?*

You may submit the budget in any format (PDF, Excel or Word) but as noted in the Set Aside Funding LOI, it must identify the personnel and/or non-personnel items requested and the requested amount. A line item budget narrative is not required nor prohibited.