



IMPERIAL COUNTY COMMUNITY BENEFIT PROGRAM PRE-APPLICATION WORKSHOPS

SUMMARY OF QUESTIONS AND ANSWERS

1	<p>Question</p> <p>Since our application was submitted in 2016, we have already completed the submitted project. Can we revise our proposal to a similar kind project that may be slightly different?</p> <p>Answer</p> <p>Yes. As long as the scope of the project/program and the requested funding does not change.</p>
2	<p>Question</p> <p>Our application was submitted almost 2 years ago. Personnel costs have increased. Should funding request be increased or should scope be reduced?</p> <p>Answer</p> <p>No increase in funding will be considered. Although the County understands that the applications for specific projects/programs submitted in 2016 may have changed, increased in costs, etc. However, given the limited amount of funds available for Round 2 of the Community Benefit Program, it is requested that the fund request remain the same.</p>
3	<p>Question</p> <p>Board resolution included with original application in 2016 do we need current one?</p> <p>Answer</p> <p>No. As long as the current Board is aware of the project and its potential funding through the CBP.</p>
4	<p>Question</p> <p>For a government agency, what specific valid agency documentation are you expecting, in lieu of a non-profit agency?</p> <p>Answer</p> <p>Documentation to validate that an agency is current and is good standing with State and Federal agencies. In the case of a public agency, it would be simply a Federal ID and possibly a DUNS number.</p>

5	<p>Question Between Women Inc. is our corporate name, Imperial Valley Cancer Support Center is our DBA. Should we apply as Between Women Inc. dba Imperial Valley Cancer Support Center? We do not use Between Women Inc. any longer, as our business name.</p> <p>Answer It is requested to provide documentation to confirm that it is essentially same agency, as a third-party 501C3 is not permitted.</p>
6	<p>Question If funding request involves medical services, must names of individuals be identified? Our concern is privacy, HIPAA.</p> <p>Answer Once the Board of Supervisors has approved those agencies, the County will meet one on one with agencies to review the required data/information.</p>
7	<p>Question On the checklist, it states you have to submit a board resolution accepting the funds. How do we submit that if we don't know if we have been selected to receive funds?</p> <p>Answer The resolution should contain language whereby the respective Board acknowledges the submittal of the application to the Imperial County Community Benefit Program. In addition, the resolution shall contain information regarding the main point of contact and signing authority should the grant receive funding.</p>
8	<p>Question On the application, it wants addresses of board members. Do you want personal home addresses of board members? I'm sensitive to my board's personal information.</p> <p>Answer No. The County requests that agencies provide their names, title and city of residence.</p>
9	<p>Question If the group applying is a volunteer agency and they do the construction work, does that impact the prevailing wage rule?</p> <p>Answer Unless they are employees of a government agency that are performing the work and are not subject, prevailing wage issues will be reviewed on a case by case basis. Applicants are advised to seek legal or other expert advise on this issue.</p>
10	<p>Question Is there a page limit for the project description?</p> <p>Answer No. But it is recommended that it be about ten (10) pages long. Nevertheless, should an agency require more, that is acceptable.</p>

11	<p>Question Are there format guidelines for the narrative portion? Font, spacing, etc...</p> <p>Answer No.</p>
12	<p>Question For past grant awards, what has been the average difference between what was requested and actually awarded (example 50% less then requested)?</p> <p>Answer In the First Round, approved funding equaled 42.6% of the total amount requested. For the Second Round, the available funding is only 13% of the total amount requested.</p>
13	<p>Question How likely will the program deviate from funding the three stated focus areas at different levels? Example funding Community Services at a level below \$600,000.</p> <p>Answer The Committee will attempt to stay within the allotted amounts within the categories, however the Committee may recommend to modify.</p>
14	<p>Question Is the goal of the program to find as many high quality projects as possible?</p> <p>Answer The goal of the Committee is to provide recommendations on as many projects that demonstrate community benefit.</p>
15	<p>Question Is in-kind required, and how much or percentage?</p> <p>Answer No. Matching funds and/or in-kind funds are not required. However, given the limited amount of funding the identification of matching or in-kind may increase the chances of the Committee recommending project.</p>
16	<p>Question Where do you submit the application? Suite 208?</p> <p>Answer Applications should be submitted at: County of Imperial, County Executive Office, 940 West Main Street, Suite 208, Second El Centro, CA 92243 on Friday, June 15, 2018 no later than 4:00pm.</p>

<p>17</p>	<p>Question If an agency is unable to hand deliver, may it mail the application?</p> <p>Answer Yes, the agency may mail the application along with three copies. It is recommended to send via certified mail to obtain proof of delivery.</p>
<p>18</p>	<p>Question If an agency submitted an application in 2016, will the Agency have an opportunity to resubmit an updated application to reflect updated information?</p> <p>Answer Yes. The County understands that applications for specific projects/programs submitted in 2016 may have changed. Agencies who submitted an application in 2016 may submit an updated application to reflect the current project/program needs.</p>
<p>19</p>	<p>Question Should a project be approved by the Board of Supervisors, the process requests a list of all the agency's Board members along with their contact information. Do we include their home addresses?</p> <p>Answer No. The County requests that agencies provide their names, title and city of residence.</p>
<p>20</p>	<p>Question Information requested by the County may violate HIPAA laws, will the County accept information that is not complete?</p> <p>Answer Once the Board of Supervisors has approved those agencies, the County will work one on one with agencies to review the required data/information.</p>
<p>21</p>	<p>Question Are funds to be paid back to the County?</p> <p>Answer Unless, the application specifically states a loan is being requested, the funds do not need to be paid back. Rather, this is a grant program.</p>
<p>22</p>	<p>Question Will the agency receive a check with the entire amount once the Board of Supervisors approve grant?</p> <p>Answer No. The grant will be on a reimbursement basis. Rather, once the agency provides proof of payment to an expense, then reimbursement is processed. The other option would be that the County provide direct payment to a vendor.</p>

23	Question What if an agency would like to submit additional documentation to an application, but the files are big. Do they need to be hard copy or a USB is fine? Answer The application itself need to be hardcopy, however and large amounts of back-up documentation may be submitted in a USB.
24	Question May the funds be used for existing staff? Answer Funds granted under this program are meant to enhance the services of an agency/program. Applications for funding for existing staff/program will not be scored as highly as applications to enhance programs/services.