

**Solano County Board of Supervisors**  
County Administrator's Office



**RFP #2020-02 Addendum 1**  
**Community Investment Fund Annual Grants**  
**February 11, 2020**  
**Proposers' Questions & Answers**

**Q1. Can you please provide the Solano County Standard Contract in Word format?**

A1. Yes. The Solano County Standard Contract can be found as both a PDF and as a word document as Attachment B.

**Q2. Can the money be used towards foster care? For instance, housing assistance or the recruitment of families and homes?**

A2. The funds must be used toward one of the six priorities in the RFP. It is up to the Proposer to show the connection between the Proposed Project and the priority areas.

**Q3. If one is already participating with the county in other contracts are we able to apply for this grant?**

A3. Yes.

**Q4. Are you required to create a separate program to qualify for the grant?**

A4. No, funding may also be used to expand or add to an existing program.

**Q5. How should the dollars of the grant be spent if awarded?**

A5. Funds must be spent in accordance with the negotiated contract. In general, Solano County budgets by line item and pays monthly in arrears.

**Q6. I am a booster member serving on the board for our nonprofit organization supporting the Rodriguez Entertainment Unit at Rodriguez High School. This includes marching band including color guard and drum line, choir, jazz band and concert band. Does our organization fits your category for helping youth?**

A6. The funds must be used toward one of the six priorities in the RFP. It is up to the Proposer to show the connection between the Proposed Project and the priority areas.

**Q7. Are the Community Investment Fund Annual Grants in lieu of the First 5 Annual grants?**

A7. No, these are separate funding streams.

**Q8. Can services be provided on public school sites, charter schools, childcare centers and/or religious (church) sites?**

A8. Yes.

**Q9. Are organizations based outside of Solano county but who will provide services in Solano county eligible to apply? Will that affect score/selection?**

A9. Yes, organizations based outside of Solano County are eligible to apply. Services must be delivered in Solano County for Solano County residents. There is no scoring element on the location of the organization.

**Q10. My organization is newly established, so current revenue is minimal and year-end financial statements are not yet available. Will this affect a potential contract with the county?**

A10. The Solano County Auditor's Office reviews financial information provided. Based on their assessment and the Proposal of the organization, additional information may be requested or discussed during contract negotiations.

**Q11. Is the grant money distributed in full before program or is it on a reimbursement basis?**

A11. Funds will be reimbursed based on actuals spent.

**Q12. For those that represent multiple agencies/organization: How will we meet the mandatory meeting requirement?**

A12. Please indicate on the sign in sheet all agencies that you represent.

**Q13. If you apply for \$50,000, are there times you will award a lower amount instead?**

A13. The Evaluation Committee may recommend a lower amount for funding. In this instance, the scope of work may be modified commensurately during contract negotiations.

**Q14. Under Need 6 "Safe and Stable Environments for Children," can you please define what the terms "struggling" and "at-risk" mean?**

A14. These are not further defined in the RFP. The Proposer may propose in their Proposal how they define these terms.

**Q15. What age group defines youth under youth development? Would that include a young adult of 21-24 years or is it capped at 18 years old?**

A15. This is not defined in the RFP. The Proposer may propose in their Proposal the age group they will serve under youth development.

**Q16. Do you accept Federally Negotiated indirect cost rate?**

A16. No.

**Q17. When you say audit, are 990s sufficient?**

A17. Proposal Form Section 4C refers to audited financial statements. 4C also provides information on what is sufficient if audited financial statements are not available. If 990s meet these criteria, they may be used.

**Q18. Are one-time events eligible for this grant?**

A18. Yes.

**Q19. Is there potential for these grants to be renewable?**

A19. These grants are intended to be funded for a one-year term.

**Q20. Can a one-time proposal (Annual Grant) organization collaborate with another organization that is receiving “deep funds”?**

A20. Yes.

**Q21. Can you clarify, in writing, what you envision when you say “one-time programs?” We want to make sure that the phrase doesn’t exclude single events.**

A21. One-time programs on page 4, refers to the fact that these are annual grants for a single year term. This phrase does not exclude single events.

**Q22. Do digital resources/apps/online services count if there is also periodic in-person events like streaming series?**

A22. Yes.

**Q23. Is Attachment A a fillable doc?**

A23. Yes, you can download Attachment A as a word document.

**Q24. Page 3-Geography- does this refer to where project is located or who we provide services for?**

A24. Geography refers to the location that you will provide services for the project that you are proposing with this funding.

**Q25. In the Safe & Stable Strategy- can you explain what GIS means?**

A25. GIS stands for Geographic Information System and is geographic mapping of data.

**Q26. Are applicants able to meet with board reviewing applications to more thoroughly answer questions or discuss proposal further upon request?**

A26. No.

**Q27. Do you want audits email because our audit is 35+ pages?**

A27. No. Please provide hard copies as indicated in Proposal Form Section 4C.

**Q28. For Mental Health and Housing (Homelessness), will the description of services be the same in the upcoming Deep Programs RFPs?**

A28. No. Those RFPs will be based on the outcomes frameworks developed during the Human Services Needs Assessment process.

**Q29. If your proposal is one of the 5 chosen to receive the grant will you guys check up on the organization and give your input and try to take control of the way services are going?**

A29. Agencies that receive funding will be required to provide quarterly reporting on the deliverables and outcomes outlined in their scope of work. In addition, one or more site visits will occur in which you will be asked to provide backup documentation to support both your fiscal and performance data submitted. Should you not be meeting your contracted deliverables or there are discrepancies in what you are reporting and the backup documentation, more in-depth meetings may occur to help understand and support your program.

**Q30. 5.4 budget definitions #D says indirect costs cannot exceed 15%. However Section 4 budget/budget narrative #A shows no more than 10%. What is the max % of overhead for this grant?**

A30. Section 4 is correct. The maximum indirect/overhead for this RFA is 10%.

**Q31. If a proposal includes offering classes for children of all ages do I also check Early Education?**

A31. It is up to the Proposer to determine which priority(ies) you are applying under.

**Q32. Would safe and stable environments include self-care for caregivers, parent/provider education?**

A32. The funds must be used toward one of the six priorities in the RFP. It is up to the Proposer to show the connection between the Proposed Project and the priority areas.

**Q33. Is safe and stable environment only physical environment or include emotional environment?**

A33. Safe and stable environment may also refer to emotional environment.