

2017-2018 Community Grants RFP Questions and Answers

| Category | Question | Answer |
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| 2018-2023 RFP Related | We applied for funding through the 2018-2023 RFP due on Sept. 25, under the strategy, "Enrichment, Leadership and Skill Building - Arts and Creative Expression." Are we eligible to also apply in the current round of Community Grants? | All eligible nonprofits providing the services described in the Community Grants RFP are welcome to apply regardless of whether they applied to the department's 2018-2023 RFP. |
| 2018-2023 RFP Related | If we are indeed eligible, is there any mutual exclusivity or interdependence in the potential grant awards? That is, are they evaluated and funded separately? | The Community Grants and 2018-2023 RFPs are completely independent from each other. Funding decisions in one RFP will have no effect on the other. |
| 2018-2023 RFP Related | May we request funding for a component (a sub-program) of the program for which we already requested support on Sept. 25? | Applicants can apply for any program they feel meets RFP criteria. |
| 2018-2023 RFP Related | Are organizations allowed to apply for funding for which they applied in the 2018-23 open RFP? | All eligible nonprofits providing the services described in the Community Grants RFP are welcome to apply regardless of whether they applied to the department's 2018-2023 RFP. |
| Fiscal Sponsors | Are fiscal sponsorship fees eligible to be included under Admin cost? | Fiscal sponsor fees are eligible expenses. |
| Funds | For the 17/18 Grant Period, will expenses incurred from July 1, 2017- June 30, 2018 be covered? | If awarded a grant, the organization will work with DCYF to determine the appropriate grant term. July 1, 2017, is the earliest date any FY 2017/18 can be incurred. |
| Funds | Do the expenses actually have to be paid within that timeframe; or do the services have to be completed during that timeframe. | DCYF will only provide funds for expenses incurred within the grant term. |

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| <p>General</p> | <p>Does the program have to be located in the district or neighborhood that is outlined in the RFP or can the organization serve students in the district or neighborhood and be located in another district or neighborhood?</p> | <p>All services must take place within the district for which the grant is provided. Citywide grants can be located in any San Francisco district.</p> |
| <p>General</p> | <p>May we submit applications in more than one Community Grants program, and if so, may we apply for funding to support programs that we operate in other SF districts?</p> | <p>There is no limit on the number of Community Grants projects for which an agency can submit RFP proposals. In order to be eligible all services must take place within the district for which the grant is provided.</p> |
| <p>General</p> | <p>The Community Grants table on pages 3-5 of the RFP lists very specific funding amounts for each program. Will there be one grant for each funding amount, or will multiple proposals be funded? (For example, the District 5 Western Addition Youth Programming amount is \$75,000 for 2017-18. Does an agency have to apply for the full \$75,000 grant, or can we apply for a lower number? Would applying for less than \$75,000 affect our chances for being funded?)</p> | <p>DCYF expects to make a single award for each Community Grant project, in the full amount listed in the RFP.</p> |

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| <p>General</p> | <p>If we apply for funds allocated for 17-18, when do we have to use those funds? According to the table included in the RFP document, there doesn't seem to be funds available to our district in the 18-19 fiscal year. If we are awarded in this 2017-2018 cycle, are we able to select the July 1, 2018 start date?</p> | <p>If awarded a grant, the organization will work with DCYF to determine the appropriate grant term, which may utilize a July 2018 start date.</p> |
| <p>Grant Period</p> | <p>The grant proposal funding is for two years. However, the RFP states that the start date of the grants can be July 1, 2017; January 1, 2018; or July 1, 2018. If we select a start date of January 1, 2018, does that mean the grant term will only be 18 months if the grant term ends on June 2019, or will it be allowed to go the two full years from January 1, 2018 to December 31, 2019?</p> | <p>If awarded a grant, the organization will work with DCYF to determine the appropriate grant term. Grant terms will not extend past June 30, 2019.</p> |
| <p>Grant Period</p> | <p>what is the annual grant period for the 2017-18. When does the grant start and when does it end for that period - does it end at 6/30/2018? regardless when it started? Or does it end 12 months after the official grant period start date? (for instance, 12/1/2017-11/30/2018 if we said the grant starts on 12/1/2017) and does the 2018-19 period from 7/1/2018-6/30/2019 (aligned with the fiscal year?)</p> | <p>If awarded a grant, the organization will work with DCYF to determine the appropriate grant term.</p> |

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| Grant Period | The RFP states that award decisions will be finalized on Wednesday, January 17, 2018, half way through FY1718. In the case of Community Grants with 2-year funding, may funds allocated for FY1718 be rolled over to FY1819 OR must all funds be expended within the fiscal year listed in the table of Community Grants? | If awarded a grant, the organization will work with DCYF to determine the appropriate grant term and distribution of funds. |
| Grant Period | In the case of Community Grants with 2-year funding, if funds <u>cannot</u> be rolled over from Yr 1 to Yr 2, and in the case where a program has started prior to the date of award (January 17, 2018) as is allowed per the RFP, can a CBO invoice DCYF retroactively for expenses incurred back to the beginning of the Yr 1 fiscal year (July 1, 2017)? | If awarded a grant, the organization will work with DCYF to determine the appropriate grant term and distribution of funds. July 1, 2017, is the earliest date any FY 2017/18 can be incurred. |
| Grant Period | In the case of Community Grants with 2-year funding, in responding to Section II: Grant Budget, are we to provide budget figures and narrative for the full 2-yr period or an annual 12-month budget? | For two-year grants please provide a budget for the first year only. |
| Use of Funds | Is renting a storage unit eligible under "rent" funds? | Storage units rented as part of the program are eligible grant expenses. |
| Use of Funds | Can funds be used for the purchase of a van that will be used to transport youth to programming throughout the city, on trips, and for rides home at night to ensure their safety? | Vehicles purchased as part of the program are eligible grant expenses. |