

## Q&A from ReCAST Safe Summer RFP Info Session and emailed questions

*\*Check back for updates. Document last updated: May 17<sup>th</sup>.*

- 1. Q: If I'm doing work in a neighborhood near a priority neighborhood which includes a mix of residents from the priority neighborhood and other neighborhoods, am I still eligible to apply?**  
A: Yes, just try to explain the amount of individuals served from the priority neighborhood and your organization's linkage with all of the neighborhoods (do you, for instance, recruit from or hold events in the priority neighborhood?).
- 2. Q: If you serve multiple neighborhoods, can you submit multiple applications?** A: No, we want one application per organization.
- 3. Q: If we don't provide transportation for individuals, do we still need to provide information on your auto insurance?** A: No, you don't need auto insurance if not providing transportation.
- 4. Q: Is there a deadline for submitting corporate documentation?** A: Same as application deadline. It should accompany your application.
- 5. Q: If I'm using a fiscal agent, do you want the corporate documentation and insurance information and W-9 form from my program, or from my fiscal agent?** A: From the fiscal agent. IF you are using a fiscal agent, it is wise to make sure they understand they will be expected to track down those documents.
- 6. Q: If multiple groups are collaborating, who sends in the documentation?** A: The lead applicant organization (multiple groups collaborating will need to declare a lead applicant).
- 7. Q: If our project has a hard start date prior to the date when we would get an award letter, is that okay?** A: Yes, it's okay to start your project earlier but you will only receive reimbursement for costs that occur after the award date listed on your award letter.
- 8. Q: What if food is part of the programming itself, such as a youth farming/gardening program?**  
A: Your programming can use food (like a cooking demonstration) if that is part of the meaning of the program, but please do not submit the cost of the food itself for reimbursement, because our federal funding source can't be used for that. So, you need a separate funding source to cover food costs.
- 9. Q: Please define what you mean by "sports events" in the section explaining grant funds can't be used for that.** A: Sports programming is okay if that's meaningful to your program objectives, but grant funds should not be used to, for instance, take all the kids to a Bucks game.

10. **Q: Please define what you mean by “entertainment” in the section explaining grant funds can’t be used for that.** A: Training youth to create multimedia projects is fine if that’s meaningful to your program objectives, but grant funds should not be used to, for instance, take all the kids to an amusement park. If you need to hire a DJ for an event that is a justifiable part of your programming, that’s okay.
11. **Q: What should I know about the indirect costs line in the budget?** A: We recommend agencies not include anything in the indirect cost line in the budget. We became aware after the RFP was finalized that there will be a special cost allocation documentation process through the city Comptroller’s office requesting agencies justify being funded for indirect costs. This process could be time consuming enough to delay contracts being executed in a timely manner. That being said, it is acceptable to consider incorporating small pieces of “overhead” appropriate to the limited size of this project into your other budget lines.
12. **Q: If multiple high-ranking applicants end up requesting less than the max of \$25,000, will you consider issuing more awards than your original estimate of ten?** A: Yes.
13. **Q: Is it possible that the award amount could differ from the precise amount we request?** A: Yes, it is possible there could be adjustments to the amount, up or down.
14. **Q: Does your program need to run the whole duration of the contract?** A: No.
15. **Q: Is there a possibility of multiple organizations which serve the same neighborhood being awarded?** A: Yes, it’s possible. **Q: But is it probable?** A: We didn’t run into that situation last year. It is unlikely that the scoring committee would, for example, award multiple programs in the same park unless they were vastly different. If this is the case for you, you can submit on your own or try to partner with other organizations on one proposal. If you submit a collaborative proposal, one agency needs to be lead, and the total award would not be more than \$25,000.
16. **Q: The target population for this grant is youth ages 12-24. What if some of our existing target population is younger than 12?** A: That’s okay. In reporting, just report on those who are 12-24. Budget for serving this grant’s target population, but it’s okay if others are present.
17. **Q: As a component of the requested corporate documentation, are the accounting policies and procedures a separate document?** A: Yes, it is separate document which is usually a couple of pages long and covers who within the organization has sign-off authority, the type of accounting system used, and accounting practices.
18. **Q: Can we use funds to pay youth workers (for instance, to work as gardeners in a community gardening program)?** A: Yes.
19. **Q: If adults are volunteering their time in our program, may I provide them with a stipend out of these grant funds?** A: No.

20. **Q: Is it safe to say that youth who reside in priority neighborhoods are at risk for trauma?** A: Yes. For more information, it may be informative to read pages 18 through 25 of the Blueprint for Peace covering Risk & Resilience Factors and Community Conditions & Violence. Trauma can include both individual traumatic incidents as well as community trauma.
21. **Q: Is there a requirement for youth and families who have experienced specific traumatic experiences to be engaged?** A: No. Please also see the answer above.
22. **Q: How many awards do you anticipate making?** A: We anticipate 8-10 awards of up to \$25,000. If multiple high-ranking applicants request less than \$25,000, it is possible more awards may be issued.
23. **Q: What do you anticipate will be the average award amount?** A: We anticipate the average award size will be around \$25,000 (the max award amount).
24. **Q: Will a preference be given to a proposal featuring \_\_\_(this certain named group)\_\_\_ as a collaborator?** A: While we welcome projects that are enhanced through collaboration, we can't say that any particular preference will be given to certain types of collaborations or to certain partners.
25. **Q: How does this project overlap with the Milwaukee Promise Zones?** A: In terms of geography, this project focuses on the priority neighborhoods of the Blueprint for Peace. Some but not all of those neighborhoods are also in Milwaukee Promise Zones.
26. **Q: Our organization is located one block south of a priority neighborhood, and serves many youth and families who reside in the priority neighborhood. Are we eligible to apply?** A: Yes.