



COMMUNITY RESPONSE AND RECOVERY FUND

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Frequently Asked Questions

Eligibility

- Q. Can two nonprofits collaborate on a community grant where one organization provides some of the funds to another who does not qualify by themselves for the community grant?
- A. No, these awards are not being made for collaborative projects that will fund multiple organizations.
- Q. If we provide services to individuals in Oakland County, but also to others throughout Michigan, do we qualify? How would we differentiate?
- A. An organization that serves individuals both in and out of Oakland County may still apply but must be able provide information about its scale of services in municipalities within the application.
- Q. Are churches providing services eligible for funding?
- A. Organizations must be designated as 501(c)(3) entities in good standing with the State of Michigan and the IRS to apply.
- Q. If an organization does not have an outside audit will it still qualify for grant?
- A. Yes, please provide any financial documentation that your organization has filed within your profile. We understand that some very small organization may not have completed a financial audit by a 3rd party.

Expenses

- Q. Is staff PPE and office preparation expenses for reopening an allowable expense?
- A. Yes.
- Q. If an organization applies for a community grant, can they use a portion of the grant to

support operational costs as well as direct services for the community?

- A. Yes, both operation and direct services costs can be represented in the grant budget.
- Q. Can the requested funding supplement funds received from the federal PPP loans? The expenses would not be double covered, but they would cover similar expenses (i.e., payroll)? For example, if PPP covers 60% of the payroll costs, can we request funding for the remaining 40%?
- A. Yes, these funds can be used to cover costs above and beyond expenses that have been covered by other funding sources such as a PPP loan.
- Q. Would you clarify "specific COVID-19 related expenses"? Does that refer to any expenses that were unexpected due to COVID to maintain or expand programs to meet new needs created by COVID?
- A. There are two main categories of expenses related to COVID-19. 1. Expenses that would have existed prior to COVID-19 that an organization is unable to cover because of interruption to fundraising, fee for services, or other revenue strategies. 2. Expenses that would not have existed without COVID-19 either because an organization has had to scale up services to meet new demand, or because organizations have had to alter and adapt their services and activities due to public health and safety protocols.
- Q. Are there examples for each budget line item?
- A. The budget template example within the application provides examples for each line item.
- Q. Can these funds be used for operational expenses?
- A. Yes, assuming the operational expenses meet other eligibility criteria.

Grant Application and Review

- Q. What elements and detail are you are seeking in a spend down plan?
- A. Because the spending period within this grant is firm and there will be no extensions beyond December 30, 2020, we are seeking information that will help us determine your plans to expend funding during that time. Please include a high-level timeline that helps us understand when funds will be expended during the spending period. For instance, some organizations have increased costs in the fall/winter, some in the spring/summer. Some organizations are seeking funding to reimburse unanticipated or uncovered costs from the beginning of this crisis, and some will expend funds moving forward.
- Q. What type of budget detail is required?
- A. Each application must have a complete budget task including a line item accounting of an organization's request and a narrative explanation of costs. Please preview the budget task within the application to preview these items. We have also provided examples of costs in each line item within the application.

- Q. What are the expectations for the mid and final reports?
- A. Reports will include questions about the information your organization provided within the application including the number of people served, which services have been provided, and a spend down budget report. Reports will also include qualitative questions about the use of these grant funds.
- Q. Should we assume that the reviewer will know nothing about us?
- A. Yes. Although most United Way staff are familiar with a wide variety of nonprofit organizations within Oakland County, we are not familiar with all. Applications will be scored on the merits of the information provided.
- Q. Will an organization that received its 501c3 in the last year be given equal consideration for grants in the 50k-100k range?
- A. Please refer to the [scoring rubric](#) for information about how the length of time and presence in Oakland County will be scored.

Services

- Q. Can an organization apply for more than one program under this grant?
- A. Yes.
- Q. Did the County establish allowable client or service eligibility criteria? For example: household income, types of needs, supportive documentation required, etc.
- A. No. Organizations may use their own eligibility criteria.
- Q. Can you provide some clarity around the broad service categories eligible for these funds?
- A. This grant program has been established to support the following broad health and social services categories. Food, Housing, Healthcare (including both medical and behavioral) and Financial Assistance. There are many different types of programs and services that fit within these categories, being carried out by many different types of organizations. Organizations that are providing any of these types of services, along with meeting other eligibility criteria, are invited to apply. Types of program and assistance that fall into these categories include but are not limited to economic and health supports such as: health and behavioral health services, food support, housing and utilities, prescriptions, rent, understanding public health orders and COVID-19 safety protocols and financial counseling.
- Q. Can funding be used to start a new service in Oakland County that supports current clients and community wide needs for behavioral health needs resulting from COVID-19?
- A. Yes, this funding may be used for new programming within funding award type 2 and 3.

Q. Can these funds be used for services for non-Oakland County residents?

A. No.

SurveyMonkey Apply Questions

Q. How can my organization apply under a fiduciary?

A. The fiduciary organization must register within SurveyMonkey Apply and indicate that the registration is for the role of fiduciary. The fiduciary may add the staff member within the service provider organization to the SMA account to share responsibility within the system.

Q. How can you edit the application once a task is complete?

A. Please see the following screen shot:

Q. How can you preview the application?

A. Please see the following screen shot:

