CalGRIP SFP
PY 2009-10

Questions and Answers

May 26, 2010

<u>Proposal Criteria</u>

1. If a mandatory partner will also be a subgrantee will the partner need to be procured after the grant is received?
For the "required" partners under this proposal, the grantee does not need to go through a procurement process. However, for other subrecipients, the grantee will need to follow their local procurement procedures.

2. For Category 2 – Career Pathway can a proposal have a CBO that is not yet specifically identified if the plan is to procure the partner after the grant is received?
Category 2 of this solicitation requires mandatory partnership, one of which is a community based organization. The applicant must describe how they have successfully formed effective partnerships with the required partners. Therefore, the partners must be identified in the application.

3. Page 15, chart 2 – Career Pathway Partnerships says completion of "Industry Identified" soft skills program can be counted as a Recognized Certificate/Diploma/Degree. What is the definition of Industry Identified soft skills program and how do we verify attainment of such?
An industry-identified certificate must be awarded in recognition of an individual's attainment of measurable technical or occupational skills necessary to gain employment or advance within an occupation. These technical or occupational skills are based on standards developed or endorsed by employers and are recognized by the industry as meeting the most current knowledge, skills and abilities for their workforce. Partnerships should use existing industry-recognized certificated programs rather than creating/duplicating similar certificate programs.

Match

1. Regarding Section 5(B) Match Requirements: Can the match funds be cumulative funds donated by specific sponsors to the program that will continue to receive support from those specific sponsors during this grant cycle? For example, if we have a total of $100,000 donated to our program by Company Y--$50,000 in 2008 and $50,000 in 2009 and they have committed to donate another $50,000 in 2010; can we use all $150,000 as match funds?
You may use previous years awarded dollar amounts if they are still available. Your commitment letter would need to specify how much of the previously donated funds would be dedicated to this specific project. You may not use a future year commitment of funds as there are no guarantees your organization will receive the funding.

2. Does that match funds need to be committed strictly during the period of May 10 (when the grant was announced) and June 14 (when the grant is due)? What are the parameters?
Cash/in-kind match funds need to be committed during the months of May and June and be dedicated specifically to this project. All cash/in-kind match must be documented with a letter of commitment. All commitment letters must contain the dollar amount of the match, a contact person, telephone number, be dated in the month of May or June 2010, and be specific to this grant. If the applicant would like to use pre-existing fund sources, they must submit a commitment letter describing the match and amount to be used from the pre-existing funds and include all items listed above. Match amounts will be verified by the State prior to selection of the grant award. Match amounts not included in commitment letters will not be counted.

3. For many of our grants we are in the middle of our grant cycle and do not expect a response until the middle of July for applications submitted in April. Because those funds are not committed yet, but only applied for, should we still include them as match funds?
No, funds that have not yet been awarded can not be counted as match. It is not a certainty that your organization will receive funding form those applications submitted in April.

Budget

1. The budget categories on the budget form are different from how we organize our program. For example, our Corps-To-Career Department provides Case Management, Job Skills and Placement Services, etc. We do not break these out into separate expense categories though we do have staff that provides these services, i.e. an Employment Specialist, a Case manager. What is the best way to address these issues in the budget format provided?

It is best to break down your expenses to fit within the categories of the Budget Summary Plan (SFP Form 5) to the best of your ability. Additionally, provide a detailed justification in the Proposal Narrative, Section VIII.1., for all line items contained in the Budget Summary Plan. This is a good place to explain the variance from how your organization categorizes items and where you put them on the Budget Summary Plan.