

Updated April 4th, 2022

Community Priority Fund Email Submitted Questions:

Question: Can we write our grant application for funding to purchase a property for this use?

Response:

To be minimally qualified proposals must service zip codes 48197/48198 and/or low opportunity areas per the Washtenaw County Opportunity Index, and/or areas with high social vulnerability scores per the CDC Social Vulnerability Index **AND** proposed projects must fall into one or more of the following ARPA-eligible categories:

- Community Violence Interventions: Evidence-based community violence intervention programs to prevent violence and mitigate the increase in violence during the pandemic.
- Addressing Educational Disparities: Evidence-based educational services and practices to address the academic needs of students, including tutoring, summer, after-school, and other extended learning and enrichment programs.
- Expanding Early Childhood Education: Programs or services help develop new or expanded high-quality childcare to provide safe, supportive, and educational care for children
- Direct Assistance to Households Program: Programs that provide assistance to households or populations facing negative economic impacts due to COVID-19, including, but not limited to food assistance, cash assistance, job training, and other basic needs.
- Addressing Housing and Homelessness: Programs or services that address housing insecurity, lack of affordable housing, or homelessness, such as supportive housing, residential counseling, housing navigation, legal services, eviction prevention, and other housing needs.

Additional information on the Community Priority Fund, including FAQs and sample contact terms, can be found here: <https://www.washtenaw.org/3544/Community-Priority-Fund>

Question: ...Can we apply for funding for multiple programs within the agency that fit with this priority area, or can we only apply for funding for one program?

Response:

Please apply based on how you would like the proposal evaluated. If as a comprehensive program, please apply under the category that most closely aligns with the primary focus of the scope.

Priority will be given to any organizations that have not previously received funding from or been contracted with to provide services with Washtenaw County. Organizations representing populations that have historically been underrepresented in Washtenaw County granting or contracting will be also be given preference. These funds are targeted investments to service

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zip codes 48197/48198 and/or low opportunity areas per the Washtenaw County Opportunity Index, and/or areas with high social vulnerability scores per the CDC Social Vulnerability Index.

Proposed projects must fall into one or more of the following ARPA-eligible categories:

- Community Violence Interventions: Evidence-based community violence intervention programs to prevent violence and mitigate the increase in violence during the pandemic.
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Question: If a proposal is selected for funding from the Community Impact Grant when does the county plan to release the initial funding?

Response: The timeline to release funding is dependent on completion of the contracting process. How long it will take an awardee to complete the contracting process is dependent on how “contract ready” an awardee is. You can find examples on what will be expected for contacting here: <https://www.washtenaw.org/3555/Community-Priority-Fund-Sample-Documents>

Question: Could someone provide either a link to where on the county page I could find this information or provide a word/pdf version of the application (for reference) it would be very helpful in preparing our submission.

Response: Application information can be found here: [Community Priority Fund](#)

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Question: Is it possible to see what we'll be asked on the application in advance of entering all the information? Is there a preview of the complete application anywhere? We're particularly interested in what will be asked about the budget.

Response: Information on the CPF, including a sample of the application, can be found here [Community Priority Fund](#).

Question: Regarding the part of the application that asks to upload supporting documents—what are some examples of this if one was looking to upload a proposal for affordable housing? I've created a program proposal, and was going to upload potential land sites, contractors, and my LLC certification. Is there anything you recommend?

Response:

Please feel free to include anything that you feel should be evaluated as part of your proposal.

Question: When uploading the proposal, are there specific questions or guidelines you want those applying for funds to focus on/cover? I understand there are no set parameters for funding amounts, yet I am wondering if the scope and feasibility of the project should match the grant request? Once the form is complete and the proposal is submitted, is there any additional information that will be required if it moves to the next phase?

Response:

Please submit any information in your proposal that you would like evaluated as a part of the application. If a proposal is approved for funding there are a number of items that will be required as part of the contracting process. Details and examples of some of those items can be found here : [Community Priority Fund](#).

Question: I see in the application it says "To be minimally eligible, proposals must fall within eligible ARAP expenditures identified in CPF" Can you point me to the eligible "ARAP expenditures" please? I see the list of eligible categories (community violence interventions, addressing educational disparities, etc..) but can't find anything about eligible expenditures.

Response:

To be a minimally eligible ARPA CPF expenditure proposed use of funds must meet the following criteria:

Service zip codes 48197/48198 and/or low opportunity areas per the [Washtenaw County Opportunity Index](#), and/or areas with high social vulnerability scores per the [CDC Social Vulnerability Index](#) and fall within an approved funding priority:

Community Violence Interventions: Evidence-based community violence intervention programs to prevent violence and mitigate the increase in violence during the pandemic.

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Addressing Educational Disparities: Evidence-based educational services and practices to address the academic needs of students, including tutoring, summer, after-school, and other extended learning and enrichment programs.

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Addressing Housing and Homelessness: Programs or services that address housing insecurity, lack of affordable housing, or homelessness, such as supportive housing, residential counseling, housing navigation, legal services, eviction prevention, and other housing needs.

Question: I was wondering if you could tell me if EMU is allowed to have more than one project application submitted for the Community Priority Fund. Please let me know when you have a moment.

Response:

Proposals for different projects can be submitted from one organization and should be clearly identified in the narrative.

Question: The form is organized so that you can only choose one category of program for your application. If an organization is applying and hoping to address more than one program category (i.e. early childhood education and direct assistance) should they submit two separate applications?

Response:

Please apply based on how you would like the proposal evaluated. If as a comprehensive program, please apply under the category that most closely aligns with the primary focus of the scope.

Priority will be given to any organizations that have not previously received funding from or been contracted with to provide services with Washtenaw County. Organizations representing populations that have historically been underrepresented in Washtenaw County granting or contracting will also be given preference. These funds are targeted investments to service zip codes 48197/48198 and/or low opportunity areas per the Washtenaw County Opportunity Index, and/or areas with high social vulnerability scores per the CDC Social Vulnerability Index. Proposed projects must fall into one or more of the following ARPA-eligible categories:

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Question: I have a mental health practice that focuses on meeting the needs of Black and Brown people in our community. I don't think that my business directly falls under any of the ARPA approved categories outlined in the application. But I just wanted to check with you to clarify, and to see if there are any opportunities for which my business would be a better fit.

Response:

I'd recommend that you attend a technical assistance session, we have two more scheduled:

[Monday, March 21, 2022, at 6 pm](#)

[Monday, March 28, 2022, at 9 am](#)

Question: Requesting clarification on if a coalition constitutes as an: [Cooperative](#)

A cooperative is a business or organization owned by and operated for the benefit of those using its services. Profits and earnings generated by the cooperative are distributed among the members, also known as user-owners. Typically, an elected board of directors and officers run the cooperative while regular members have voting power to control the direction of the cooperative. Members can become part of the cooperative by purchasing shares, though the amount of shares they hold does not affect the weight of their vote.

Response:

That depends on the formal legal structure of the coalition.

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Question: We are in process of becoming an independent nonprofit, however. This transition will likely take place somewhere between August 2022 and March 2023 (broadest possibilities). Are we still eligible to apply for Community Priority Fund moneys, given the vetting process? A second part to this question, that I wasn't quite clear on last night: there was discussion of "release of ARPA funds at this time". Does this mean that there will be a second round of this in the future? Or is this the ONLY opportunity small organizations like ours will have to get priority with County funding/partnerships? And lastly, because we are connected to EMU, we have to have our application completed and over to the Office of Research and Development within 2 weeks so that they have 14 days to go through their process of submitting the grant application. For this reason, we'd be extremely grateful if the version of the entire grant can be posted on the Community Priority Fund site as soon as possible.

Response:

If you decide to submit a proposal, please include the details about your current organization – you are welcome to include any facts you feel are relevant in your narrative. Priority is being given to organizations that have not previously contracted with the county, but a previous contracting relationship does not automatically disqualify a proposal. In terms of potential other funding that is a Board determination, at this time they have allocated \$7.2M to the Community Priority Fund. A PDF of the application will be posted early next week along with questions that have been submitted by email.

Question: In response to one of the questions, you indicated that you would post a static template of the application to allow applicants to view the application as a whole, before going on to complete the online application step by step. May I ask if this has been posted yet, and if so, where I can find it?

Response:

A static copy of the application will be posted early next week.

Question: I was unable to make the meeting I signed up for this morning and I can't make the next meeting due to class. I wanted to reach out and ask if you had recorded your information sessions and if there was a video, I could watch so I wouldn't have to wait until the end of the month to have another chance to learn more.

Response:

Yes, the recordings are available on the [CPF landing page](#).

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Question: The form is organized so that you can only choose one category of program for your application. If an organization is applying and hoping to address more than one program category (i.e. early childhood education and direct assistance) should they submit two separate applications?

Response:

Please apply based on how you would like the proposal evaluated. If as a comprehensive program, please apply under the category that most closely aligns with the primary focus of the scope. Priority will be given to any organizations that have not previously received funding from or been contracted with to provide services with Washtenaw County. Organizations representing populations that have historically been underrepresented in Washtenaw County granting or contracting will also be given preference. These funds are targeted investments to service zip codes 48197/48198 and/or low opportunity areas per the Washtenaw County Opportunity Index, and/or areas with high social vulnerability scores per the CDC Social Vulnerability Index.

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Question: I have a question concerning upload the project/program proposal on the Community Priority Fund Application. Exactly what is required? Should I go into more detail for the answer in the previous question?

Response:

I saw your registration for a tech assistance session. If you're able to hop on, it's a great way to get most of your questions answered.

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Question: I am ready to submit my application and have several files to upload. Each time I add a file it only shows the one file and I have no way of knowing whether they are all there or if the portal only allows one upload.

Response:
Please upload as a single file.

Question: Specifically, would funding to support the construction or renovation of a building be an acceptable use of funds? Brief, additional information about our programming and how we envision using the funds is included below. We would appreciate any additional information you may be able to provide about applying for funds for capital improvements.

Response:

To be minimally eligible, proposals must fall within eligible ARAP expenditures identified in CPF **and** service zip codes 48197/48198 and/or low opportunity areas per the Washtenaw County Opportunity Index, and/or areas with high social vulnerability scores per the CDC Social Vulnerability Index.

Community Violence Interventions: Evidence-based community violence intervention programs to prevent violence and mitigate the increase in violence during the pandemic.

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To find more information, including FAQs, please review the [Community Priority Fund](#) page.

Question: The DRC has four contracts with Washtenaw County Courts only (14A, 14B, 15th, Specialty Peacemaking Court-Trial Court) for mediation programs and referral and diversion

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cases - Would these be considered pre-existing contracts with the County? 2 of 4 are signed by the County Administrator so, I assume this makes us a current vendor of the County. However, from my understanding, this does not exclude us from applying, but can effect our chances of being considered for ARPA funds?

Response:

It does not exclude you, priority is being given to groups that have not previously contracted with the county, however you all seem to be in a unique situation and would just include that information in your narrative.

Question: I am writing to get some guidance and/or documentation of any limitations or requirements about indirect/facilities and administration costs for the fund listed above. Our institutional policy is to charge our full Federally negotiated rate unless there is specific requirements from the sponsor/funding agency. I believe a limited rate has been used in the past, but I want to get your input and any documentation available. I appreciate your time and assistance.

Response:

There has not been a rate set as far as I am aware for indirect costs with the goal of supporting broadest possible application of funds

Question: Under CPF, what kinds of expenditures might be considered allowable and eligible?

- a. **Capital, operational, programmatic? Staffing, capacity-building, licensing? (Restricted, unrestricted?)**
- b. **Retroactive, or only going forward, or both? (Reimbursing what was spent during COVID to assist clients?)**
 - i. **Example: JFS spent its funding reserves to pre-pay apartments for rapidly arriving refugees fleeing persecution and threats of death in their home country; pre-payment was necessary to secure housing b/c the refugees arrived w no possessions or assets and landlords required 6 months' down-payment to provide shelter for families (roughly half of the 300 refugees resettled so far are children under 18 years old; in addition, JFS is resettling another 350 refugees from around the world in the next 6 months)**
 - ii. **Can CPF help JFS recoup the reserve funding that was spent for the above purpose?**
2. **What is the funding request "ceiling"?**
3. **Is funding to provide housing for refugees considered eligible? (Please see above; more refugees are arriving)**
4. **We wonder whether, in addition, allowable expenditures may include:**

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- 5. A partnership with a professional home health care agency to provide a set number of hours of paid respite for low-income individuals who are caring for older adults loved ones and family members with disabilities**
- 6. Technology support to ensure older adults have access to the means to connect with remote and virtual enrichment programming to mitigate social isolation during this very isolating time**

Response:

I encourage you to review the FAQ and questions that have been asked during previous technical assistance sessions, as well as those emailed in with posted responses. Videos of the full technical assistance sessions are available online.

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Priority will be given to any organizations that have not previously received funding from or been contracted with to provide services with Washtenaw County. Organizations representing populations that have historically been underrepresented in Washtenaw County granting or contracting will be also be given preference. These funds are targeted investments to service zip codes 48197/48198 and/or low opportunity areas per the Washtenaw County Opportunity Index, and/or areas with high social vulnerability scores per the CDC Social Vulnerability Index. These categories are intentionally broad to encourage wide use to meet community need. There is not an identified funding minimum or maximum, and retroactive reimbursement is not an eligible expense.

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Question: I was unable to find any guidance as to whether the proposed budget can include indirect costs, and if so, what is the accepted rate? Additionally, if it is not any extra trouble, I'd just like to confirm that this answer will ultimately be posted somewhere in the FAQ or on the CPF page in general, as our internal reviewers are somewhat particular about determining whether a sponsor accepts indirect costs on a budget, and where that confirmation is posted in order to accept it from project teams if it deviates from our standard policies.

Response:

As far as I am aware a rate has not been set.

Question: 1) Will the review board be free to adjust the amount of award given to each organization from what they requested, or is it more of a "yay or nay" scenario when applications are simply approved or denied?

2) Are the funds more intended for programming or capital or are both equally valid as long as they fall under the 5 eligibility areas?

Response:

The review body will make recommendations to the County Administrator who will then make funding recommendations to the Board of Commissioners. The Board of Commissioners will ultimately make the funding decisions and approvals.

Eligible expense fall under the following categories:

Community Violence Interventions: Evidence-based community violence intervention programs to prevent violence and mitigate the increase in violence during the pandemic.

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Question:

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is it possible to see what we'll be asked on the application in advance of entering all the information? We're a new organization and we're working on a new project, so naturally we'll be adding as much detail as possible to our own description as we go along. However, we'd like to get some idea of what this particular fund requires in terms of volume and type of information, as well as whether we'll be able to submit attachments. I just went to start looking the application over and found that it won't allow me to proceed to the second page until I've filled the first out completely. Is there a preview of the complete application anywhere? We're particularly interested in what will be asked about the budget.

Response:

Information on the CPF, including a sample of the application, can be found here [Community Priority Fund](#).

Question: I am inquiring as to whether Indirect Costs are allowed on this grant application and if so, what is the rate we may use.

Response:

Eligible expenses must fall within the following categories:

Community Violence Interventions: Evidence-based community violence intervention programs to prevent violence and mitigate the increase in violence during the pandemic.

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Question: Can you please provide me with a copy of the complete CPF application in Word or PDF?

Response:

A copy of the application can be found on the landing page: [Community Priority Fund](#).

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Question: I'm registered for the CPF technical assistance session. Is there any pertinent information or organization needs to have ahead of time to have ready

Response:

There is no information that organizations need to bring to the technical assistance session.

Question:

1) Do organizations that apply need to be a 501c3?

2) Is a "grant writer" needed to properly apply for the grant? There are some great groups and churches that are active in the community but do not have any experience writing grants. What suggestions or resources are available to them?

3) Should a specific dollar amount be in the request to help fund the work that groups intend to do or are currently doing?

Response:

Organizations do not need to be a 501c3 to apply, funds are available for businesses as well. The application is designed as low barrier, with the expectation that smaller groups or business will not have a fulltime grant writer. Proposals should include any information that is helpful in providing a comprehensive scope of work, including a funding amount request.

Question: I wanted to confirm that the funds can be used for educational materials and supplies such as laptops, desks and books.

Response: Funding can be used in the following categories:

- Community Violence Interventions: Evidence-based community violence intervention programs to prevent violence and mitigate the increase in violence during the pandemic.
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