

CHILDREN'S BOARD OF HILLSBOROUGH COUNTY

PRO 2019-01 Level 4 Technical Assistance Grants RFA

Answers To Questions – Through 11-02-18

Question 1. For a vendor whose services we would contract...do we need a specific individual's resume or will a brochure of vendor services be sufficient? The reason for the question...we may not know of exact technician who will be completing work.

Answer 1. A resume is an additional attachment that is only required when applicable. If a specific vendor or technician has not been assigned to your project, a resume would not be applicable.

Question 2. Can you get this info from the CB website, all the things covered in this meeting today?

Answer 2. All information covered may be found in the Request For Applications document.

Question 3. Could Technology Support Upgrades include hiring a consultant to upgrade a database?

Answer 3. Yes.

Question 4. If application is submitted early, can any corrections, additions, etc. be made before the deadline?

Answer 4. If the Application has been submitted and the Organization must make a change to it, the submission would have to be formally withdrawn, changes made, and resubmitted before the deadline.

Question 5. Technology Support Upgrades - \$400 per desktop computer with accessories – what are the specific accessories that are non-allowed expenses?

Answer 5. CBHC will pay a maximum of \$400 per computer, including accessories. No specific accessories are considered an unallowable expense.

Question 6. Are applications allowed to be submitted earlier with CB review?

Answer 6. Applications may be submitted at any time before the deadline, however no feedback from the Children's Board will be given until after the deadline.

Question 7. Do I have to have an "other" source of funding for the project?

Answer 7. No.

Question 8. Does it include purchase or maintaining databases?

Answer 8. Technical Assistance funds can include the purchase of a database, but will not cover the ongoing maintenance.

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Question 9. Is a TV monitor to teach a curriculum to a group an allowable reimbursement?

Answer 9. Yes.

Question 10. If you want to use a consultant do we submit the scope of service/quote AND resume?

Answer 10. Yes.

Question 11. Are refreshing current websites covered?

Answer 11. Yes.

Question 12. Does it cover the leasing of space for the program to perform the service?

Answer 12. No.

Question 13. Can grant funds be used to pay for training expenses of clients to attend a leadership conference where they will gain community organizing, employability and social awareness skills?

Answer 13. The Children's Board will pay up to \$500 to cover the cost of registration fees.

Question 14. Can the applying organization use funding to pay sub-contractor or company to provide video coverage for promotional & future marketing use?

Answer 14. Yes.

Question 15. Can funds be used for vouchers for clients to attend a college bus tour during Spring 2019?

Answer 15. No, Technical Assistance funds will not cover direct services.

Question 16. Technology Support: Do software programs currently used by the organization qualify, or does it have to be NEW software programs? For example, HRH pays a hefty, yet incredibly necessary, donor database fee annually. Would this fee qualify?

Answer 16. Software programs currently used by the organization do not qualify.

Question 17. I have the opportunity to join a NLC CEO Circle that has an associated \$1,000 membership fee--a steep fee for a small nonprofit such as HRH. HRH views this as a capacity building/training opportunity as it gives me the opportunity to learn from other leaders who have been in the nonprofit leadership field for a long time. It is unclear to me whether or not this would fall into the "staff development" category.

Answer 17. Membership fees for up to one year are an allowable expense and should be recorded as such on the "Membership/Subscriptions/License" line in the budget.

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Question 18. I see that computer equipment costs will only be reimbursed up to \$400. What if one of our staff computers is not repairable and must be replaced in order for her to continue to execute our program services adequately? Would only \$400 be reimbursed?

Answer 18. CBHC will pay a maximum of \$400 per computer, including accessories.