**Field Demonstration Project RFP Questions:**

Question: Are the funds able to be used for the purchase of groceries? For example, if the grant is awarded to help support a monthly food pantry, can I use grant funds to purchase wholesale produce and/or shelf stable goods?

Answer: Yes, the purchase of consumable or durable goods is allowable.

Question: If I am looking to partner with other COA’s, would each COA have to submit an application or can we do a joint one?

Answer: If you are applying jointly to do one project, you only need to submit one application. Please be sure to indicate the COA’s with whom you are partnering in your narrative application.

Question: Why are there no set amounts?

Answer: There is no set grant amount, which allows for greater flexibility of these one-time demonstration/field projects. You can apply for the amount you believe you need for your project. MCOA feels strongly that COA’s know the needs of their communities. One community may be able to create a nutrition project for $3,000, and another community may need $7,000 for a similar project.

Question: Do Expenditures have to be between March 5th and June 30?

Answer: Yes, all project costs must be incurred between the start of your contract and no later than Wednesday, June 30, 2021.

Question: In terms of supportive day programming the budget can include scholarships for folks who do not meet the criteria for low-income support “Mass Health”?

Answer: Yes, the budget can be used to provide scholarships for those who don’t meet the criteria for low-income support.

Question: What kind of documentation will be needed at the end of the grant cycle if you are awarded a grant?

Answer: This information is contained in the Accountability Requirements of the RFP, which states Grantees must provide a final report by Friday, July 23, 2021, containing supporting documentation of work activities conducted through the grant,” *including number of events/activities/services conducted, number of individuals served, what your(remove break)organization learned, and with what entities you plan to share that knowledge, as well as(remove break)how you plan to utilize that knowledge to advance your organization’s field*

*demonstration project efforts. This report shall also contain the best practices identified*

*through this project, as well as the grantee’s evaluation of the project’s impacts and*

*outcomes.”*

Question: In the budget, does the salary information include regular staff who are being used to run the program or any additional staff who may be hired to run a program?

Answer: It should include the salary of anyone engaged in this project. If 50% of one staff member time is used, you would use 50% of that person’s salary.

Question: If a COA participates in a regional application can that same COA also make their own application for a different purpose?

Answer: Absolutely, if you participate in a regional application for one project area, and you want to submit an application for a different project area just for your COA to engage in, you may do that. These would be two separate applications.

Question: Will the success of potential continued longevity of the program once grant is over, be a factor in determining eligibility?

Answer: We want to see what impact you will have between now and June. There are several components in this project. We are looking to answer this need now. We do not want to discount a project if we do not think there is a need after the pandemic or if it is sustainable, though there still may be a need to deal with social isolation, food insecurity and supportive day.

Question: All contracts are "cost reimbursement" just to clarify that is only if grant is awarded. If a grant is not awarded then the project may not occur if the COA does not have money to fund correct?

Answer: Correct, if a proposal is awarded, the grantee will receive a cost reimbursement contract. The construct of the grant is that grantees are reimbursed for costs incurred after an invoice has been submitted. If you are not awarded a grant from MCOA, your project may or may not occur, depending upon whether or not you are able to obtain other funding.

Question: Can you apply for two different programs in the same category for example, submitting for social isolation we want to consider purchasing and having an iPad program for them to have the ability to Zoom in, but also do a gift bag for seniors with information to give them access?

Answer: Though they are two distinct ways of supporting social isolation, you would put into one project and submit as one. There are many ways to support each project and you can do more than one, but you will just submit as one project.

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Question: If we are interested in purchasing internet connection, can we purchase it in March for one year?

Answer: All project costs must be incurred by June 30th.

Question: What are the criteria for evaluating grants? Are you distributing funds evenly across all three focuses?

Answer: We are not funding it evenly across the three focuses. We will be looking at the entirety of grant proposals that are submitted to see what the need is. The COA’s know what the needs are in their communities. The criteria will go by the narrative that is submitted. Make sure you answer all of the questions, how the funds will be used, what expect the impact and outcomes will be, will the grant be scalable and replicable, how you plan to track your grant initiatives and best practices.

Question: Do you have any idea what the chances are of any given center receiving a grant?

Answer: No, it depends on how many requests we receive and what we think can be accomplished. This is a time to look to your wish list of different ideas. What is on the RFP are only examples. You can create your own projects in the three project focus areas. Again, regarding nutrition, goods could be consumable or durable goods.

Question: Is there a chance that a grant may be partially funded?

Answer: Maybe, it depends on how many applications we receive and the total dollar amount of all the proposals that are submitted. If we get inundated with proposals that exceed the total available of $200,000, and all the proposals are great, we may go back and ask to see if there is a way to do a project with less than it was proposed for.

Question: Can we provide a "best case scenario" budget and then a cheaper alternative in case there is not enough money to fund "best" case: but we could operate the program on a smaller scale?

Answer: That is a great idea, you could put in your narrative to say that you can possibly do it on a smaller scale.

Question: What time is the proposal is due on February 26th, the RFP has both 3 pm and 5 pm.

Answer: Proposals are due by 5 pm on Friday February 26th, 2021.

Question: Could I use the grant to use the drivers to transport seniors to sites to get COVID vaccines as part of a solution for social isolation?

Answer: Yes

Question: Can we use funds for respite care and in what way? Could we hire someone to offer that respite?

Answer: Yes, you could hire someone for that. You may also purchase supplies to prepare to provide respite within the safety guidelines for reopening. If your facility does not have the space to run supportive day within the safety guidelines, you could use funds to partner with another entity that has the space for you to provide supportive day, and/or could expand your respite/supportive day offerings for additional days or time.

Question: Are they ok with the grab and go ideas? If that fulfills a need and expands a need or reduce cost.

Answer: If the grab and go meets one of the field demonstration project areas, and will be responsive to an unmet need, that would be considered, yes.

Question: If we have a program can we ask for more if we show how much more that they could do or provide to expand their program.

Answer: Yes