

CalVIP Frequently Asked Questions

2nd Posting: May 21, 2020

1. I was recently made aware of this grant and therefore we did not submit a letter of intent. Are we still eligible to submit a proposal by the June 5 deadline?

Answer: Yes, you are eligible to apply even if you did not submit a letter of intent. The letter of intent was not required.

2. I know that eligible applicants can only submit one proposal. However, could an eligible CBO applicant submit one proposal that proposes to serve the residents of more than one city?

Answer: There is nothing in the RFP that prohibits a CBO from serving the residents of more than one city, as long as the additional city or cities are eligible applicant cities, as listed in Table 1 of the RFP. For example, one CBO could propose to serve the residents of both Sacramento and Stockton, as a part of one proposal.

3. I reviewed proposed changes to the CalVIP grant and understand the grant length will be 33 months and not 36. Clarifying question: Will the period of performance be 27 or 30 months? In the original RFP that last six months were for evaluation and audit, not grant performance. Just wondering where the three months should be taken from for budgeting purposes.

Answer: From page 5 of the re-released RFP:

Successful proposals will be funded for a ~~three-year~~ **33-month** grant project period commencing on July 1, 2020 **October 1, 2020** and ending on June 30, 2023.

However, an additional six months (July 1, 2023 through December 31, 2023) will included in the term of the contract for the sole purposes of:

- 1) Finalizing and submitting a required Local Evaluation Report, and
- 2) Finalizing and submitting a required financial audit.

The total contract term will be October 1, 2020 to December 31, 2023.

4. As you know, the pandemic has triggered an economic disaster and nonprofits are struggling financially to stay open. Some experts project many nonprofits to permanently shut their doors this summer. We are relying on our subcontracted partners to contribute to the in-kind match for the CalVIP grant but this request may be too onerous for them. Is BSCC considering waiving or reducing the match requirement for CalVIP? I know a few other state agencies are waiving match requirements.

Answer: BSCC does not have the authority to reduce or waive the match requirement. This requirement appears in statute and therefore could only be changed by legislative action. See Penal Code Section 14131(i): "Each grantee shall commit a cash or in-kind contribution equivalent to the amount of the grant awarded under this section."

5. Would strategy/technical consultants be proposed and itemized in the CBO budget category or under the applying agency area?

Answer: Please refer to the Instructions tab on the CalVIP Budget Attachment for this answer. Public agencies and professional consultants should be included in the Professional Services and Public Agency Subcontracts line item.

6. Is staff overtime allowed in this grant?

Answer: There is nothing in the RFP that prohibits staff overtime as an eligible grant expense, but please read page 11 of the RFP and take all other requirements into consideration: "AB 1603 requires that CalVIP grants be used to support, expand and replicate evidence-based violence reduction strategies 'that seek to interrupt cycles of violence and retaliation in order to reduce the incidence of homicides, shootings, and aggravated assaults.' Within that definition, applicants have some discretion in selecting a strategy or strategies that best fit the scope of the problem and the needs of the target community... Applicants may choose to incorporate components from several strategies to best fit the needs of the individuals targeted for services. See Appendix E, Glossary of Terms, for descriptions of these strategies and other resources." The only activities called out as ineligible are the acquisition of real property/real estate; guns, weapons, weapons systems or ammunition; and high-tech surveillance or monitoring systems.

7. Is officer overtime allowed in this grant for investigative efforts for current human trafficking and gun cases?

Answer: There is nothing in the RFP that prohibits officer overtime but see additional guidelines in answer to preceding question.

8. Is an audit required for both non-profit and public agencies or just public agencies?

Answer: The requirement to conduct a financial audit at the conclusion of the grant applies to all grantees, both cities and community-based organizations.

9. For a full day conference with a keynote lunchtime speaker, would the lunch food expenses need to be pre-approved for purposes of the grant application?

Answer: The pre-approval occurs after the grant has been awarded, not during the application process. Once a grant has been awarded, BSCC staff will review the proposed budget with the grantee and request additional detail where appropriate.

10. If the Local Evaluation Plan is not due for six months post-award, what level of detail are you expecting in the proposal itself?

Answer: Be sure to address the criteria listed under Rating Factor 4. In the Proposal Narrative, provide a high-level description about how you plan to evaluate the effectiveness of the project at its end. Applicants should show the raters that they have thought through the process of measuring whether or not the project had the intended impact.

11. I am writing to seek clarity on the CalVIP Cohort 3's maximum award parameters for CBOs. The BSCC already confirmed a CBO can submit one application but for a dual-pronged program that will operate in two different cities. However, I am writing to confirm whether the \$1.5 million award maximum still applies OR whether the CBO could apply for up to \$3 million in grant funds because the CBO is serving two cities disproportionately impacted by violence.

Answer: The maximum grant amount for which a CBO applicant may apply is \$1.5 million, regardless of the number of cities the applicant is serving.

- 12. Currently, our city contracts for law enforcement and fire services. Would payment for law enforcement services from Sheriff's and existing expenses for Fire services qualify under the in-kind match requirement of this grant?**

Answer: Yes, payment for law enforcement services provided by the Sheriff's Department and/or existing expenses for Fire services could qualify under the in-kind match requirement for this grant, providing all other programmatic and documentation requirements are met. Please refer to page 10 of the RFP where it states:

In-kind match, also known as soft match, is the contribution of materials or resources to support CalVIP grant activities. It may include non-cash outlay contributed by other public agencies, partner organizations or individuals. Examples of in-kind match include donated office supplies, facility space, equipment, professional services and volunteer time.

Please be advised that all match contributions must be directly related to the grant-funded project and must be tracked separately. In the example you provided, only actual time could be counted toward the match. BSCC does not accept estimates of contributed time.

- 13. The FAQs indicate that the difference between the indirect costs charged to the grant and our Federally Negotiated Indirect Cost Rate (NICRA) can be used as match (e.g., 10% of personnel vs. NICRA.) Can we also cost sharing indirect costs on our match costs? For example, if we are matching salary, can the match be valued at salary + associated indirect costs. (These are the costs we would have charged to grant under our costing policy.)**

Answer: Yes, you may include salaries and benefits, as well as the indirect costs associated with those salaries and benefits, toward your match contribution. Please be sure to include them in the appropriate budget category as you develop your budget. Refer to the Budget Worksheet inside the RFP.

- 14. Can you confirm that in order for CalVIP grant applicants to be eligible recipients of this grant, they must also have a separate cash and/or in-kind matching grant? So, for example, if our organization applies for a CalVIP grant in the amount of \$200,000, we will need to also have a matching grant of \$200,000 from another source (so \$400,000 total)? Is that correct?**

Answer: In order for CalVIP grant applicants to be eligible recipients of this grant, they must also have a separate cash and/or in-kind matching contribution, but that contribution does not necessarily need to come in form of a grant. BSCC allows match contributions to come from the applicant, or from a partner agency. Please see the answer to FAQ #27 posted on March 20, 2020.

- 15. Is an applicant required to have all matching funds committed at the time of application to be eligible for the grant, or is it possible to raise matching funds during the grant period?**

Answer: Grantees are required to contribute 100% in matching funds over the course of the grant period. It is possible to raise matching funds during the grant period, but all match contributions must be identified up front in the project budget when submitting your proposal.

16. Does the Department head have signing authority for the proposal, or is the City Administrator required to sign off on the proposal?

Answer: *The question of who has signing authority rests with the City, not with BSCC. Please refer to page 17 of the RFP:*

Before the grant award can be finalized and funds awarded, a successful city applicant must submit either a resolution from its Governing Board that delegates authority to the individual authorized to execute the grant agreement or sufficient documentation indicating that the individual who signs the grant agreement has been vested with plenary authority to execute grant agreements (e.g., a municipal ordinance or city ordinance/charter delegating such authority to a city manager or department head).

17. We have a question regarding Appendix G: Commitment to Coordinated Violence Reduction Efforts. We read this as a commitment to collaborate with the juvenile justice coordinating council, if awarded the CalVIP funds, correct? Asked another way: Do you require us to have a signature from the juvenile justice coordinating council in the proposal packet?

Answer: *Appendix G represents a written commitment to collaborate and coordinate with all area jurisdictions and agencies, including the juvenile justice coordination council. No, a signature from the juvenile justice coordination council is not required as a part of the proposal submission. Appendix G must be signed by the person who is authorized to sign the Grant Agreement.*

18. We have a question regarding Appendix H: Cal VIP Coordinating & Advisory Council Membership. For membership of this body, for “local educational agencies” – is it sufficient to have an academic SME (PhD from a University in another state)?

Answer: *No, an individual from another state would not meet the “local educational agencies” requirement.*