

## **Questions and Answers for Request for Applications #2022-2128-USA**

### **2022 Small and Accessible Sustainability Grant Program**

**Q1:** How many entities will be selected?

**A1:** Only one entity will be selected to administer \$483,452 and three sub-grant programs.

**Q2:** Will the “Frequently Asked Questions About the RFA” get posted just on the website?

**A2:** Yes.

**Q3:** Do you have an idea of the size of the subgrants?

**A3:** They will vary depending on the program. The program manager will work with the selected grantee to come up with the amounts based on project type.

**Q4:** Is the goal to award all the subawards at the same time? Or do they have different timelines?

**A4:** The timeline for the subgrants will vary but most will begin as soon as possible after the administrator grant is awarded and all will need to be completed by September 30, 2022.

**Q5:** When do the subgrantees’ projects need to be completed?

**A5:** All projects must be completed and all expenses incurred by September 30, 2022.

**Q6:** How do we learn about other small grants?

**A6:** You can find out about other DOEE grant opportunities here: <https://doee.dc.gov/page/grants-and-other-funding>

**Q7:** When are the small grant program opportunities open?

**A7:** The subgrant programs will open in early spring 2022. You can also check the specific DOEE program webpages for updates:

Ditch the Disposables: <https://doee.dc.gov/disposables>

Urban Agriculture: <https://doee.dc.gov/urbanag>

Donation and Reuse: <https://zerowaste.dc.gov/>

**Q8:** Can DCPS schools apply for the subgrants?

**A8:** The Ditch the Disposables grant will have some funding set aside for DCPS schools. This grant opportunity will not open until early spring 2022 and would need to follow the same September 30, 2022 deadline.

**Q9:** When are insurance requirements due?

**A9:** Insurance documentation is only required when the grantee has received their award notification.

**Q10:** Do you want one work plan that proposes the general timeline for the overall program (more general) or an individual workplan for each of the smaller programs (one for Urban Agriculture, one for Ditch the Disposables, and one for Donation and Reuse)?

**A10:** We would like one work plan that proposes the general timeline for the overall program.

**Q11:** Do you need to have a plan for each of the subgrants?

**A11:** We are seeking a plan that will focus on the general design and administration for all of the subgrants.

**Q12:** How do you want the budget formatted?

**A12:** There is a budget template available called Appendix 4 Grant Budget Template that can be found in <https://doee.dc.gov/node/1571341>. All the budget lines can be changed to fit your budget needs.

**Q13:** Is this RFA for someone to administer all the subgrants or to apply for an individual subgrants?

**A13:** This RFA is for an entity to administer all the subgrants.

**Q14:** Would it be possible to apply to administer one of the subgrant programs specifically or would we have to propose to administer all three?

**A14:** We're looking for an application to administer all the subgrants.

**Q15:** Would the trainings involve preparing potential subgrantees just on applying for the DOEE subgrant programs we would be administering, or would we also have to train them on applying for grant programs outside of the DOEE subgrants?

**A15:** The training would involve preparing potential subgrantees on applying for these subgrant programs that the entity selected will be administering.

**Q16:** Does the grantee admin cost get taken from the \$483,452 funding or does it get added on top of it?

**A16:** A budget for the \$483,452 in available funds should include any grantee administrative costs.