

Community Stormwater Solutions Evaluation and Expansion Grant

RFA – Q&A

Q1: Of the available funding, do you have a maximum rate for program administration?

A1: No.

Q2: Is the grantee able to advance funds to their subgrantees?

A2: Yes, but understand that advances to subgrantees are at the risk of the grantee. DOEE will not reimburse the grantee for advanced funds to subgrantees.

Q3: Can grantees decide reporting requirements of the subgrantees?

A3: Yes, with the understanding that the Grantee is required to report on their work quarterly, and these reports should include thorough updates of subgrantee projects.

Q4: What is DOEE's advance policy for grantees?

A4: DOEE provides funding on a reimbursement basis; however, under limited circumstances, if a need is demonstrated, DOEE may allow for an advance of funds. Advances must be requested in your budget narrative of the proposal in order to be considered. If requesting an advance, provide the amount of funding you would need advanced and why. Advances are made at DOEE's sole discretion. The maximum advance amount allowable is the lesser of 25% of the grant award or \$100,000. For more information about advances, please see DOEE's Advance Payment Policy and Procedures and the Advance Payment Request Form at <https://doee.dc.gov/page/grantsand-other-funding>.

Q5: Are project partners required to submit a certificate of good standing?

A5: No, only the applicant is required to submit the certificate of good standing.

Q6: Is the applicant required to be incorporated in the District of Columbia in order to apply?

A6: No.

Q7: If the applicant is not a District-based entity, are they required to submit a Certificate of Good Standing from DC or from home jurisdiction?

A7: A Certificate of Good Standing from DC is required. Please visit <https://dcra.dc.gov/> for information on how to obtain one.

Q8: How many proposals has the Community Stormwater Solutions Grant program received in the past?

A8: 22-41 proposals in years past.

Q9: How involved does DOEE intend to be in the selection of the subgrantees?

A9: DOEE will be involved in the selection process.

Q10: The RFA mentions matching funds. Can the source of the match be federal funding?

A10: Yes.

Q11: Please share a map of the previous grantee.

A11: <https://arcg.is/15D8m1>

Q12: What is the expected staffing requirements for the grant program?

A12: DOEE expects the grantee to have sufficient staffing to provide response to inquiry by DOEE or program subgrantees within 24 hours or the next business day.

Q&A from 8/6/19 meeting

Q13: For the scoring criteria “Demonstrates deep experience in nonprofit and business capacity-building,” does the applicant need to demonstrate experience working with both nonprofits AND businesses, or either?

A13: The applicant can demonstrate experience building capacity with either nonprofits or businesses but not both.

Q14: Is there a minimum amount of funding that DOEE would like to see awarded to subgrantees?

A14: No, but it is important for applicant to justify their administrative costs.

Q15: What was total funding awarded in years past?

A15: Since 2016, DOEE has awarded 41 grants totaling \$764,627. Here is a breakdown by year:

In 2019, DOEE awarded 11 grants totaling \$217,330.

In 2018, DOEE awarded 10 grants totaling \$181,985.

In 2017, DOEE awarded 11 grants totaling \$208,812.

In 2016, DOEE awarded 9 grants totaling \$156,500.

Q16: Is DOEE able to share documentation of the review process from prior years? Material from prior years would be helpful in setting up the evaluation.

A16: Yes, DOEE will share materials with the selected grantee.

Q17: Is there a format or length of program evaluations that DOEE prefers?

A17: There is not a prescribed format or length. Applicants should keep in mind the amount of funding available and DOEE’s desire for the grantee to make subawards by April of 2020.

Q18: Is the expectation that the grantee would manage the subawards?

A18: Yes. DOEE will be involved at a high level throughout the subgrant award process though.

Q19: Can a grantee leverage other funds from outside of DOEE in making subawards?

A19: Yes.

Q20: Are their circumstances when the end of DOEE's fiscal year could complicate reimbursement?

A20: No. For this grant, unused funds from one fiscal year, can be rolled over to the next fiscal year.

Q21: Could DOEE provide a list of grantee organizations and projects from past years?

A21: Yes, DOEE will work closely with the selected grantee to provide information helpful to implementing the program.

Q&A Received via email

Q22: Has DOEE determined a special focus area for 2019, or will this be decided with input from the grantee?

A22: The 2019 CSS grants have already been awarded. The special focus area was for projects impacting Kingman and Heritage Islands and targeted subwatersheds. For 2020, DOEE has not yet determined the special focus area for 2020, but will do so in collaboration with the selected grantee.

Q23: Can the grantee include specific stipulations or require certain components in the request for subgrant applications?

A23: Yes, with approval from DOEE.

Q24: In the event a subgrantee project fails or is otherwise unable to deliver (e.g., unable to meet requirements, spend all funds without achieving their project, violates terms of grant, etc), how would DOEE advise the grantee to proceed?

A24: DOEE expects the grantee to work closely with the subgrantees, put measures in place to set the subgrantees up for success, and closely monitor the subgrantee's performance. However, if the subgrantee fails to meet expectations despite documented efforts, the grantee would work with DOEE to terminate the subgrantee agreement.

Q25: At the first listening session, a few of us discussed the Certificate of Good Standing issue. Have you found any answers to that question? The issue is that we are not a specifically DC-based organization; we therefore don't have the ability to pull a DC Certificate of Good Standing. Not only that, but in Maryland, though we are a 501(c)(3) entity, we were not created with Articles of Incorporation (but instead by statute) so we have never been able to obtain a MD Certificate of Good Standing either. In the past, the few times we have been asked to provide a Certificate of Good Standing (to a bank, for example), we have been advised by our board legal folks to instead provide a resolution of the board that the organization is in good standing. Would that suffice, or can we somehow waive this requirement to submit the proposal?

A25: Organizations do not need to be physically located in the District, but must be registered to do business in the District. Please contact the Department of Consumer and Regulatory Affairs at, <https://dcra.dc.gov/>, to register and obtain a certificate of good standing.

Q26: For our partner, would you like the actual certificate? (It looks like it costs \$40 to order), or would a screen shot from the DC government site that indicates the partner is in good standing status suffice? (See screen shot below: "Action = Good Standing")

A26: A certificate of good standing only needs to be included if the partner will be receiving payments using grant funds and only after the grant is awarded. A snap shot of the certificate of good standing will not be sufficient.

Q27: Please clarify that the 10-page limit applies to the material under section 3.2 (c) Project Description (and wouldn't include the cover page or the applicant information (section (3.2 (d)) "Applicant Information", etc.). We would just hate to get kicked out for misunderstanding the page limit.

A27: Any Applicant Information in section 3.2.(d) that is addressed as part of the scoring criteria (Section 7) needs to be addressed as part of the 10-page narrative. Resumes, bios, and letters of support/commitment from partners are outside of the 10-page narrative.