

**Fund for Veterans' Assistance
2017-18 General Assistance, Veterans Mental Health, Housing 4 Texas Heroes, and Veterans Treatment Court Grants
Addendum IV – Questions Received as of October 6, 2016**

| | Question Received | Answer |
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| 1 | <p>If a grantee requests an expansion of funding for \$100,000 and the Committee decides that \$100,000 is too much, does the grantee automatically get approved for the previous year grant award amount?</p> | <p>The grant applicant does not automatically get approved for the previous year grant award amount. TVC funds grant award for a one year grant period only. The FVA Advisory Committee recommends applications based on the following:</p> <ul style="list-style-type: none"> • Service Categories Priority will be given to the following service categories: <ul style="list-style-type: none"> ○ Financial Assistance ○ Supportive Services • Geographic Distribution The FVA Advisory Committee will develop recommendations that will ensure widespread distribution of grants across the state. • Diversity of Services in Geographic Areas The Commission encourages a diversity of services provided within geographic regions. • Outstanding Grant Applications Priority will be given to outstanding-rated grant applications. • Full Funding The FVA Advisory Committee will recommend fully funding grant requests, whenever possible. <p>Refer to page 3 of the Request for Application (RFA) of the 2017-18 General Assistance Grant.</p> |
| 2 | <p>Is there a page limitation on the Appendix I - The Application? If so, what is the page limitation.</p> | <p>The application does not have a page limitation. Applicants are to provide sufficient details to evaluate the Proposed Project.</p> |

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| <p>3</p> | <p>I have a question that applies to both the General Assistance grant and the Housing for TX Heroes grant: Does the commission tend to look more favorably on projects that do not include Indirect costs?</p> | <p>All grant applicants may claim indirect cost for FVA grants and is limited to 10% of total direct costs for all applicants. The FVA Advisory Committee recommends application based on the following:</p> <ul style="list-style-type: none"> • Service Categories Priority will be given to the following service categories: <ul style="list-style-type: none"> ○ Financial Assistance ○ Supportive Services • Geographic Distribution The FVA Advisory Committee will develop recommendations that will ensure widespread distribution of grants across the state. • Diversity of Services in Geographic Areas The Commission encourages a diversity of services provided within geographic regions. • Outstanding Grant Applications Priority will be given to outstanding-rated grant applications. • Full Funding The FVA Advisory Committee will recommend fully funding grant requests, whenever possible. <p>Refer to page 3 of the Request for Application (RFA) of the 2017-18 General Assistance Grant.</p> |
| <p>4</p> | <p>Can Habitat Texas hire local contractors, in communities in Texas, to perform home modifications and repair for a Housing 4 Texas Heroes' grant?</p> | <p>Yes, grantees may hire licensed contractors to perform home modification, home repair, or weatherization assistance in the community.</p> |

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| <p>5</p> | <p>If we have indirect costs that include the salary of an executive director or accounts manager, are we allowed to include the fringe benefits of that person under indirect costs? Or is only the cost of their salary allowable under indirect?</p> | <p>Allowable Indirect Cost Recovery for FVA grants is limited to 10% of total direct costs for all applicants. Indirect charges are those items that are often considered “overhead,” and can be classified as those costs associated with accounting, human resources, and other administrative and facility-related costs.</p> <p>Typical examples of indirect cost for many nonprofit organizations may include depreciation on buildings and equipment, the costs of operating and maintaining facilities, and general administration, such as the salaries and expenses of executive officers, personnel administration, and accounting.</p> <p>If your organization has a federally negotiated indirect cost agreement, that document must be submitted as part of the Application Package with enough detail so that staff is able to determine that direct and indirect costs are similarly treated.</p> <p>If your organization does not have a federally negotiated indirect cost agreement, the flat 10% rate of total direct costs is allowable. Please keep in mind that direct and indirect costs must be treated in a similar manner as they are across your organization and may be reviewed for accuracy during monitor visits.</p> <p>For more information regarding direct and indirect costs, please see 2 CFR §200.412-414.</p> |
| <p>6</p> | <p>On page 20 of the RFA, toward the bottom, it reads</p> <p>For the electronic submission, the Application Package is to consist of two items:</p> <ol style="list-style-type: none"> 1. <i>Appendix I – The Application</i> in Microsoft Word format, and 2. All other applicable items listed in XIII. Application Package in PDF format. | <p>Applicants submit the Appendix I – The Application in Microsoft Word with original signature page. In addition, the electronic submission, the Application Package consists of the application in PDF with scanned signature.</p> <p>Application Format and Delivery Method</p> <p>Two copies of the Application Package must be submitted: one paper submission (with original signature) and one electronic submission.</p> |

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| | <p>Applicable attachments may be sent in multiple PDF files. Applicable attachments may be sent in multiple PDF files. How do we submit the Application in Word format with a signature from the authorized official? The signature will only be able to be on a scanned pdf, which cannot be mixed into a Word document.</p> | |
| 7 | <p>We have a question about the placement of the narratives that are necessary to complete components of the application process. Is there an area in the grant instructions that describes this process that I am missing? I understand the nature of the narratives but whether placement of the narratives within the different items or the necessity to create an accompanying document is an issue.</p> | <p>Following each question and/or table, a narrative description goes directly in the <u>gray</u> box, provided within Appendix I, of the Microsoft Word application.</p> |

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| <p>8</p> | <p>The RFA specifically prohibits the use of cash or cash equivalents, including gift cards and/or gas cards. (See page 10) Additional detail on page 12 also identifies "other pre-paid service cards." Transportation network companies, such as Lyft, offer an option for arranging specific trips to/from specific addresses (that can be documented/verified) with subsequent billing to a centralized corporate accounts which eliminates the use of gift, gas, or other pre-paid service cards, could these services be an option? Does "other pre-paid service cards" include transit passes?</p> | <ol style="list-style-type: none">1. Transportation network companies such as Lyft service is an option to the use of gift, gas, or other pre-paid service cards.2. Other pre-paid service cards" such as bus passes are allowable under the grant. Gift cards, pre-paid gas cards, other pre-paid service cards, cash or cash equivalents are NOT allowable. |
| <p>9</p> | <p>May a Veterans Treatment Court apply for a grant to pay a clinician on a contractual basis?</p> | <p>The Veterans Treatment Court descriptive narrative for contractual services offered must be clearly explained why each cost is necessary to accomplish the proposed project and demonstrate how the cost was determined. Refer to the Request for Application (RFA) pages 3-4 of the essential characteristics and duties of the Veterans Treatment Court program.</p> |

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| <p>10</p> | <p>The application states that the AMOUNT REQUESTED MUCH MATCH THE BUDGET EXACTLY. How do we indicate that, while our actual project budget is \$75,000, we want to request that TVC help us with a grant of only \$5,000?</p> | <p>The grant applicant will provide a budget narrative description supporting and discussing budget items to support the \$5,000 only. In the Appendix I - The Application, Matching Funds, applicant describes other funding sources and/or matching funds the organization will be using to support and accomplish the goals of the proposed project.</p> |
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