

**Fund for Veterans' Assistance**

**Series XIV-A**

**Addendum VI – Questions Received – July 20 to July 26, 2013**

	<b>Question Received</b>	<b>Answer</b>
31	<p>A. Performance Measure: Number of dependents served. Does this number represent the children/spouse/partner in the household of the veteran served?</p>	<p><i>Appendix I –The Application. Part 3: Reporting and Management. A. Performance Measures.</i></p> <p>All legal dependents, unless the Veteran is deceased and then the Veterans' surviving spouse would be listed on the line below.</p>
32	<p>B. Performance Reporting (100 words maximum) – should this be 100 or 300 words?</p>	<p><i>B. Performance Reporting. 100 words maximum for all parts of B. Performance Reporting.</i></p> <p>Total word count for section B is 100.</p>
33	<p>Do all the pages on all the attachments (resumes, financial documentation, IRS letter, and professional liability insurance) need to be numbered in addition to the Appendix 1 –The Application?</p>	<p>The Appendix I- The Application is already numbered. If the applicant wants to number the items according to the order listed on the Checklist that would be acceptable.</p>
34	<p>On our final proposal, can we delete some of the descriptive information (lengthy details about how to fill out the application on each question) in the Appendix1 – The Application?</p>	<p>No, deleting items in the Application may have a negative impact on the final evaluation of an application.</p>
35	<p>In your Request for Applications SERIES XIV-A, under Part I (Organization Information), there is a statement on page 10 of 19 that: "<i>If the organization <u>currently</u> serves Texas Veterans, indicate using the "Yes" box. If the funding being requested is to start a program or service for Texas Veterans, but the organization does <u>not currently</u> serve Texas Veterans, mark the "No" box.</i>"</p> <p>However, in the Appendix I-THE APPLICATION, there is no corresponding box to indicate "Yes" or "No" and there is no mention of whether the organization currently serves Texas veterans.</p>	<p>Please see <b>Addendum V – Questions Received – July 13 to July 19, 2013. Question # 29.</b></p>

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36	What federal agencies can we use to satisfy the federal indirect cost agreement requirement?	For non-profit organizations, please see the Office of Management and Budget (OMB) Circular 2 CFR 230 for further instructions on indirect cost rates.
37	My question refers to Part 4: Budget and Budget Narratives of the FVA Series XIV-A grant application. Because my agency provides a service-oriented program, the majority of our expenses are in the form of salaries. I've listed those expenses in Section A: Salary and Wages, but should those instead be listed in Section F. Client Services?	IF the employee is directly related to the proposed project, the salary can be listed in Salaries and Wages. The important part would be to make sure the narrative describes what the salaries are for, in this case, related to client services.
38	Under section J, the application states indirect costs are only applicable to "organizations with federally negotiated cost allocation plan". Our organization does not have a federally negotiated rate, however, our indirect rate (currently 14.98%) is calculated and included in our Annual Financial Report. Without the federally negotiated rate, can we still include the 7% maximum indirect costs, and if so, where do we include on the application?	If your organization does not have a <b>federally negotiated cost allocation plan</b> , you CANNOT claim indirect costs on this application.
39	Re: Other grants received-the instructions say to list all grants received by the organization for the past two years. Do you mean calendar year? Fiscal year? Should we use the start date or the end date to determine if it was "received" in the past 2 years? I am currently using the end date and if the end date is July 2011 or later it is on the list. Is this correct?	It would be fine to use the date of July 2011. If an organization uses fiscal year, calendar year, or other time period, it is best to note that on the application.
40	Our agency has a grant received in the last 2 years that does not have a grant numbers or start/end date. Is it acceptable to put "N/A" in these boxes?	Yes. It would be best to note that on the application, too.

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41	The amount requested section goes from \$20,000 to \$50,000 with no ability to request \$30,000 or \$40,000. Was this an oversight or are applicants not allowed to request \$30K or \$40K?	The amounts listed in the application are in accordance with those amounts approved by the Texas Veterans Commission. All applicants must select an amount listed.
42	<ol style="list-style-type: none"><li>1. Are you counting the total words , as listed in 'Word Count' tool in Microsoft Word?</li><li>2. Are you counting the total characters with spaces, as listed in 'Word Count' tool in Microsoft Word?</li><li>3. Are you counting the total characters without spaces, as listed in 'Word Count' tool in Microsoft Word?</li></ol>	You may use the Word Count feature in MS Word. We will be counting words only.
43	Regarding Section C, Partnerships: do we add additional rows for listing of partner agencies within the table, do we add a page that sits in between Section C And Section D, or do we add a page at the end of the application after page 12?	It would be best if the partner agencies associated with this project were listed by adding lines directly in <i>C. Partnerships</i> .