

Fund for Veterans' Assistance
General Assistance Grant – Series XIV-B
Addendum IV – Questions Received as of January 3, 2014

	Question Received	Answer
1	We are receiving funds currently under a FVA Series XIII-A contract and the term ends 6/30/2014. Since the term ends the day before the new Award term being applied for, please advise if this is considered concurrent and we will not qualify to apply.	We are using the word “concurrent” to mean “at the same time”. If one grant ends on June 30, 2014 and the next grant begins July 1, 2014, you will be eligible to apply for the grant beginning July 1, 2014.
2	After reviewing the documents available on the website for general assistance grants, I was wondering if you could direct me to the Application Checklist that the RFA refers to? It looks there has been a separate Application Checklist document in previous funding cycles but there is not one posted for the current open cycle. Or will that be posted at a later date?	The Application Checklist has now been posted to our website.
3	On Webinar Slide 14 (last bullet) states that “Departments of local government may apply for more than one grant under separate applications”. Does that mean our departments can apply for more than one of the three grant types, or does it mean that our departments can submit multiple applications (for different projects) within the same grant category type?	Page 8 of the RFA: <i>Additionally, departments within units of local government may apply under separate applications for more than one grant.</i> Departments of local government may have multiple applications, from different departments, for the same grant. Any organization may apply for all 3 grants, but will only be awarded either a General Assistance or Veterans Mental Health grant.
5	Can you clarify the difference between Financial Assistance and Homeless/Housing as they relate to homelessness prevention and rapid rehousing?	No, as this depends on how the program is written. In general, Financial Assistance is a payment(s) made to the vendor for emergency assistance. Service Category definitions are listed starting on page 12 of the RFA.
6	If under Homelessness/Housing, would be bound by the short-term assistance rule (1 time assistance), or could we help with payments over multiple months?	Service Category definitions are listed starting on page 12 of the RFA. The posted Homeless/Housing definition does not include a 1 time assistance rule.
7	If we were to seek funding to provide homelessness prevention assistance in the form of rental or utility payments, or rapid	If you are seeking to provide homelessness prevention assistance, please include this under Homeless/Housing.

Fund for Veterans' Assistance
General Assistance Grant – Series XIV-B
Addendum IV – Questions Received as of January 3, 2014

	rehousing in the form of deposits, rental or utility payments, under which category would these services fall?	
8	Will we still be able to submit an application if we miss the information application webinar?	The webinar is not mandatory to apply. The information webinar is posted on our website for viewing.
9	For home-delivered meals, is Supportive Services the correct Grant Project Service Category, or should it be family services?	Service Category definitions are listed starting on page 12 of the RFA. The posted definition for Supportive Services is: <i>Supportive Services:</i> <i>This category is for support services such as elder care, food delivery programs, financial counseling, case management and medical assistance programs. Pre-paid service cards, such as gas, groceries, and department store-related cards are NOT allowable.</i>
10	In Part 4 - Budget/Budget Narratives/Salary & Wages section, are we allowed to include salaries for our licensed professional counselors to provide mental health counseling?	No. Mental health counseling is not a service to be provided by the General Assistance grant. Refer to the Veterans Mental Health grant for mental health.
11	Is the application due January 9, 2014 able to be filled in? I admit I was using Adobe Reader, but do not remember having trouble last application. Any suggestions?	Yes. All documents should be filled in using Microsoft Word. V. Grant Application <i>Grant Applicants are required to complete Appendix I - The Application. Each section description provides an explanation of the information required to complete Appendix I - The Application. Appendix I - The Application should be completed as instructed and using Microsoft Word. The font should be 11 pt. using 8 ½" by 11" paper.</i>

**Fund for Veterans' Assistance
 General Assistance Grant – Series XIV-B
 Addendum IV – Questions Received as of January 3, 2014**

12	When mailing out the applications, I know one is in paper form, and what do we use to send the electronic? Do we send it through USB, Disk, or is there another format that you want us to submit it?	<p>No. We do not accept applications via USB or on any media. Refer to the <i>Request for Applications, IX. Application Submission, B. Application Format and Delivery Method.</i></p> <p><i>For the electronic submission, the Application Package is to be submitted in a PDF file no larger than 20 MB. The electronic submission must have the words "Series XIV-B – General Assistance Grant" in the subject line and emailed to grants@tvc.texas.gov.</i></p>
13	Also, when sending it electronically, do we have to scan the signature page as well and submit it electronically?	Yes. Review the Request for Applications, Section VIII. Application Package for instructions regarding the application submission package.
14	Can an agency, ex XXX, submit multiple grants for more than one category under the General Assistance Grant category. Example: XXX submits under the Transportation AND Emergency Assistance subcategories for the General Assistance Grant.	No. Only 1 application will be accepted from non-profit organizations. Units of local government may submit applications from different divisions.
15	Could you tell me, are we restricted from serving veterans with a dishonorable discharge with these funds?	Yes. The only exception may be with Veterans Court programs and this must be explained in the narrative.

**Fund for Veterans' Assistance
 General Assistance Grant – Series XIV-B
 Addendum IV – Questions Received as of January 3, 2014**

16	<p>On the scoring rubric, Part 3: Reporting & Management (page 5, row A: Performance Measures), it indicates that the following is necessary for <u>both</u> a “Below Average (2 pts)” and “Satisfactory (3pts)” scores:</p> <p>“Total direct costs (Line I from Table K) divided by the total number of clients to be served is > \$2,500.”</p> <p>Please clarify that this means to get all of the available points under this section (total of 3 points), the direct cost portion of the project budget divided by the total number of clients served must be MORE than \$2,500 per client.</p>	<p>If no clients are listed, 1 point will be awarded. IF any clients are listed, 3 points will be awarded.</p>
17	<p>Our agency proposes as part of its application to provide case management services to strategically link veteran/families to VA and community resources to assist them to obtain housing (if homeless) or prevent homelessness (if at imminent risk of homelessness). We partner with about 15 agencies and provide cross referral (e.g. CBOC’s, VSO’s homeless shelters etc.). Under this RFA they will not be receiving TVC funding but they will be cross referring. Should they be listed as partners as specified in the RFA below?</p>	<p>Yes. Refer to the Request for Applications, Part 1: Organization Information, Section C:</p> <p>Partnerships <i>Enter information into the table as instructed. Only list organizations that will be involved in delivering Proposed Project services. Do not list partner agencies that are not affiliated with the Proposed Project.</i></p>
18	<p>The RFA clearly states that each agency must have letter from the federal government in order to access any indirect funding through TVC. Our indirect rate is set by our cognizant agency, Texas Department of State Health Services, at 10%. Is there any possibility that it can used to allow us to draw any indirect rate?</p>	<p>No. We must have the federal indirect cost agreement from your cognizant agency to have indirect costs.</p>

Fund for Veterans' Assistance
General Assistance Grant – Series XIV-B
Addendum IV – Questions Received as of January 3, 2014

19	In regards to the professional liability insurance certificate, What would the name and address of the certificate holder that will be listed on the professional liability Certificate of Insurance (COI) be? Should we just use TVC's name and delivery address shown on pg 19 of the RFA?	No. We are not asking for a Certificate of Insurance (COI). Refer to <i>VIII. Application Package, Item #7:</i> <i>A copy of current professional liability insurance and/or malpractice insurance policy, if applicable</i>
----	---	---