

**Fund for Veterans' Assistance
Veterans Mental Health Grant
Addendum IV – Questions Received as of January 3, 2014**

	Question Received	Answer
1	I had a question regarding the evaluation rubric for the Veterans Mental Health Program. The total is only 89 points and it jumps from Section 2 to Section 4. Is a criterion missing or is it just out of 89 points?	The Evaluation Rubric posted on the website is 10 pages. Section/Part 3 begins on page 4 of 10. The total amount of points is 100. All pages are posted.
2	I am unsure of how to list our Program Manager for the grant. This position will be held by an independent contractor. So they are not listed under staff, but also not listed under client services.	To clarify, the posted RFA has <i>Table A. Salary and Wages</i> and <i>Table F. Client Services</i> . There is not a "staff" table. If the Program Manager is hired for this grant and will be an independent contractor, list this position in <i>Table A. Salary and Wages</i> , under the column "Employee" you may list this as "Independent Contractor". Complete the other columns in this Table according to the time estimated to be spent on this grant.
3	For organizations providing veteran's access to Drop In Centers, are there any requirements on how long, how frequent, or how many hours Drop In Centers are open to the public for services? For example, does the FVA give preference to Drop In Centers that provide services 7 days per week for a certain amount of hours per day?	No. All decisions on how to run a program are left to the organization. Clearly if an organization proposed a project that was only open, for example, 2 hours per week, the posted scoring rubric would capture that information as not being accessible to Veterans and the organization would score lower.
4	Is there a page limitation for Appendix I - the Application? .	No. Most sections of the Application contain word limits. We will not review additional information attached to the Application (for example, newspaper articles, etc.).
5	According the Criteria in Part 3, Section A of the Evaluation Rubric, "Total direct costs (Line I from Table K) divided by total number of clients to be served is > \$2,500 per client." Does this mean if I am requesting a grant amount of \$150,000, that the number of unduplicated clients served should be less than 60 to receive a Grade of Outstanding for this section? (as per the formula below)	No. The same evaluation criteria are listed for Below Average, Satisfactory, and Outstanding. In this section the type of program being presented, along with the evaluation criteria, would determine the amount scored.

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	<p>\$150,000 (grant amount) divided by \$2,500 (per client) = 60 clients</p> <p>In other words, if we listed that we could serve more than 60 veterans for the grant amount of \$150,000, we would not be graded as Outstanding for this portion of the rubric?</p>	
6	<p>Can organizations expand the tables included in Appendix I – the Application? For example, some tables, such as Partnering Organizations, only include 3 rows. But if an organization has more partners can we expand the table to include additional information?</p>	<p>Yes. Additional lines may be added, if needed, to the tables.</p>
7	<p>On page 4 of the Veterans Mental Health Grant - 2014-2015 Evaluation Rubric under Part 3: Reporting and Management, it indicates that to receive OUTSTANDING (5 pts) “Total direct costs (Line I from Table K) divided by total number of clients to be served is >\$2,500 per client.” Is this a typo? Should it read that the “total direct costs divided by total number of clients to be served is LESS THAN <\$2,500”?</p>	<p>See Question #5.</p>
8	<p>Are there any page limitations for Part 5: Need, Evaluation, Marketing, and Sustainability</p>	<p>No. We do ask that questions be answered as succinctly as possible. Also see Question #4.</p>
9	<p>I am thinking about applying for the Mental Health grant (to continue our program that provides services to Veterans’ family members who are on probation, through our Veterans Court). Would our program (Veterans “Family” Court) be eligible for this grant or should it be proposed under general services grant?</p>	<p>No. Veterans Courts are listed in the FVA General Assistance grant and should not be applied for under the Veterans Mental Health grant. See <i>Request for Applications, Series XIV-B, Section 1. Purpose and Overview</i> for a listing of proposed needs.</p>

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10	Are we able to apply for two grants, however different programs for the same organization? We have two programs at our organization that would meet the requirements for the general and mental health funds	No. Refer to <i>Request for Applications, Veterans Mental Health Grant, page 5, II. Purpose of this Request for Applications, B. Number of FVA Grants.</i> <i>An organization may only be awarded one FVA General Assistance grant or one Veterans Mental Health Grant.</i>
11	We are a brand new organization that was established in June. Can you advise if 6 months of financial statements is sufficient to meet grant requirements and can the format be as simple as revenue and expenses reflected in Excel spreadsheets?	Minimum required financial documentation is outlined on page 10 of the Request for Applications. All financial documentation terms are defined in <i>Section III. Definitions of Key Terms.</i> We are not able to answer if your documentation is sufficient, please consult an accounting professional.