

General Questions for All NOFAS

1. Question: Who is Eligible to Apply for grants through GCDD?
2. Question: Eligibility - The NoFA says, “The Grants Director will screen each proposal. The screening will consist of: (1) determining if the Applicant is eligible to receive Council funds including determining if the Applicant meets eligibility requirements and is registered to do business in Georgia;” –What are the “eligibility requirements” that applicants must meet? These are not clarified in the NoFA and we want to ensure we can meet all eligibility requirements prior to submission.

Answer to Questions #1 & #2:

Eligible Recipients - an applying group must be either:

- a. **A for-profit organization;**
 - b. **A private nonprofit organization with full documented federal tax exempt [501(c)(3)] status;**
 - c. **A public (government) agency applying in partnership with another public agency or as a member of a community coalition, collaboration, or partnership that includes either a nonprofit [501(c)(3)] organization or another public agency.**
3. Is there a way to print the entire proposal form? I would like to print it out beforehand so I will have an idea of how to organize my answers for the proposal.

Answer to Question #3: You can print the complete NOFA (requirements, directions, and attachments) by going to www.ddsuite.org. Click on Georgia Council on Developmental Disabilities. Once you select the NOFA you are interested in, you can right click and then print.

In order to print each part of the application (Outline, Workplan and Budget), you must first “create” an account in DD Suite or “sign in” if you already have an account. Once you are in the application, you can click the TAB Header of the section you wish to print.

4. The NoFA says, “The GCDD is required to have all grants and contracts meet a 25% match requirement.” Can indirect costs be used to meet the match requirement?

Answer to Question #4: Yes. Indirect costs can be used to meet the match requirement. When an organization receives a grant from the Council, it often uses its own resources to support the project. This includes rent, utilities, supervision of staff, audits, and processing of contracts and reimbursements. Many organizations request reimbursement for these costs. The Council will fund administrative costs up to 13% of the total grant.

5. In lieu of submitting an audit with the application, can a for-profit corporation submit the documents listed in Grant Contract Template section 3(b)i(b)ii?

Answer To Question #5: Yes. You may submit a balance sheet and financial statement in lieu of an audit as described in Section 3(b)i(b)ii of the Grant Contract Template:

1) a balance sheet showing assets and liabilities; 2) a statement of financial activity showing revenue and expenditures; 3) a signed statement by the Contractor's president or person responsible for Contractor's financial statements or public accountant, stating whether the aforementioned financial statements were prepared on the basis of generally accepted accounting principles.

6. Can a contractor contribute either time or a portion of their normal rate towards match?

Example 1: The story collector/writer estimates it will take 10 hours per story. They request funding for 8 hours and provide 2 hours in-kind.

Example 2: The photographer charges \$100/hour normally. They request \$80/hour in funding and contribute \$20/hour as match.

We understand that photography equipment and editing software cannot be covered by grant funds, but can a prorated portion of its value be used as match?

Answer to Question #6: Yes (including all examples given)

Match funding is non-federal resources that are leveraged against funding. Often referred to as "Local Match," the DD Act requires that states match the federal grant by 25%. This funding may come from private corporations, nonprofits, and/or state dollars, but may not include any federal dollars.

Valuation of Donated Supplies or Loaned Equipment and Space Supplies: Contributions will be valued at the market value of the supplies at the time of the donation. Use of Equipment/Space (Title Retained). Contributions will be valued at the fair rental rate of the equipment or space.

Common Examples of Match:

- **Volunteer Hours**
- **Donated space**
- **Donated materials, supplies and equipment**
- **Donated professional services**

NOFA 18.2 Story Collection

7. Question: Is the waiting list available by Senate District? How do we get it?

Answer to Question #7: The waiting list is available by county. It is posted on DBHDD's website, though it should be noted that this list only includes the number of people in the county on the waiting list and not specific names. Applicants will need to present a plan for identifying individuals on the waiting list in each senate district without council support. Where possible, the GCDD will provide the contractor with contacts in the regions as a starting point.

For example, State Senate District 1 is located in Bryan, Chatham, and Liberty Counties. The contractor would then look for stories in one of these three counties. It is understood that districts and counties do not perfectly align, and in such cases approximations are acceptable. Should the contractor have trouble identifying an individual in a specific State Senate District, the GCDD will work with the contractor to discuss next steps. It is worth noting that the intent behind collecting stories by State Senate District is to ensure geographic diversity in story collection. Where not possible to collect a waiting list story in a State Senate District, the contractor should seek out a story covering one of the other many listed topics. It is understood that some flexibility on the GCDD's part will be needed with story location, though every effort should be made to collect from each State Senate District.

8. Question: The RFP section "Minimum Qualifications" says that award recipients "Must collect at least 1 story from each State Senate District. Some districts will have two stories collected, to be decided upon in conjunction with GCDD staff, for a total of 75 stories, 15 of which will comprise the federal match." However, the "Expected Outcomes" section says "A minimum of one story collected per Senate District with a minimum number of 75 story packages." Can you please clarify whether GCDD expects at least 75 stories total (60 funded and 15 match) or 90 (75 funded and 15 match)?

Answer to Question #8: The GCDD expects a total of 75 stories. It is GCDD's suggestion that 60 stories will be funded through GCDD's Funds and 15 stories will comprise the match.

NOFA 18.4 SA Expanding Self Advocacy

9. Questions: Is this RFP designed to teach individuals how to be self-advocates or is this an advocacy development grant meant to support the development and growth of active networks statewide? This will influence the curriculum content.

Answer to Question #9: Both; the teaching of self-advocates as well as the identification of new and emerging advocacy leaders to strengthen the network are the focus of this RFP. Our goal is to develop a robust network for self-advocacy in Georgia. This network includes and will be strengthened by a structure of supports for ensuring sustainable self-sufficiency of self-advocacy organizations. It will also include support methodologies that promise to ensure an action-oriented self-advocacy organization should be identified. Developed supports should be aimed at self-advocacy and self-sufficiency across the state. Developed approaches might include, but are not limited to, partner organizations, pairing of leaders with differing abilities, paid supporters, etc.



10. Question: Should the curriculum be attached as a supporting document?

Answer to Question #10: Yes, please attach the curriculum.

11. Question: This RFP requires the four trainings statewide. Does the statement below in the grant description mean that all trainings must be made available in real time?

Answer to Question #11: Yes. Four in person trainings, one in each quadrant of the state, are expected. Additionally, the content of these four trainings should subsequently be made available through alternative formats to allow for archiving and later access. Potential formats could be a series of multiple small videos or brief webinars.

NOFA 18.5 SA Supported Decision-Making

12. The NoFA says, “GCDD has approved up to \$40,000 for the first year.” Is the \$40,000 for direct costs only, or total costs? Are additional funds available to cover Indirect Costs?

Answer Question #12 – The GCDD will provide \$40,000.00 and the grantee must provide a match of \$10,000.00, which brings the total project costs to \$50,000.00 for the first year. There are no additional funds available from GCDD. The total project costs can be used for direct and indirect costs; however, GCDD will only allow a maximum of 13% towards indirect costs.

13. The NoFA says, “GCDD has approved up to \$40,000 for the first year. Of importance, the GCDD is required to have all grants and contracts meet a 25% match requirement.” Are Indirect Costs prohibited or allowed? If allowed, should we use our federally negotiated rate agreement, or is there another rate that governs this RFP?

Answer Question #13 - Yes. Indirect costs can be used to meet the 25% match requirement. The rate for this RFP is up to 13% for indirect costs. Do not use your federally negotiated rate.