CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING
REQUEST FOR INFORMATION
QUESTIONS AND ANSWERS

Updated July 16, 2020. New Q and A starts at #17

1. Q: In reading eligibility for the recently released RFI for Coronavirus Emergency Funding, can you please clarify what is considered a "lead agency?" Also, must a community-based entity be a lead agency in order to apply. Meaning, in order for us to receive funding as a behavioral health provider, are we able to apply directly, or would Lake County need to apply for funds and then distribute to us as a "sub-grantee."

   A: Eligible respondents are lead entities (or agencies). For the purposes of this Request for Information (RFI), a lead entity (or agency) works with a network of other agencies by distributing funding via sub-grants. It is preferred that the lead entity has an existing network and includes their names and services in the RFI. That being said, applicants can apply to be a lead entity and conduct a competitive RFP process.

   The lead entity provides administrative and fiscal monitoring of these sub-grants. In addition, the lead entity provides some subject matter expertise to its' sub-grantees.

   In order for your proposal to be eligible, your agency should apply as either a lead entity with a sub-grantee network etc, or as a subgrantee to an eligible applicant/lead entity.

2. Q: Are lead entity agencies the only eligible applicants, or is the RFI intending that any applicant can function as a lead entity for the purpose of this program if they have in mind a group of potential subgrantees? Also, can you clarify what this sentence means? "Preference will be given to lead entities that their provider network as sub-grantees in the proposal narrative and budget."

   A: For the purposes of this RFI, any applicant can function as a lead entity and propose how they will meet the lead entity functions outlined in the answer to #1 above. In order to address the needs outlined in this RFI as quickly as possible, ICJIA would prefer to work with lead entities that already have an existing provider network and experience completing those responsibilities. That approach is preferred to a lead entity conducting a competitive proposal process for sub-grantees.

3. Q: Please advise if equipment and law enforcement supplies are eligible expenses? And if so, what kinds of equipment and supplies?
   A: Equipment and supplies related to COVID are allowable. Please review answers to #1 and #2 above as the lead entity framework is required.

4. Q: Will lead entities that apply for the BJA COVID emergency assistance funds be allowed a portion for administering the subgrants to direct services providers?

A: Yes, please include those costs in your proposal.

5. Q: Is there a grant range, average anticipate award, or maximum award?

A: ICJIA would prefer to enter into grants for larger amounts but there is no official grant range or maximum amount.

6. Q: The budget does not indicate for certain if a match is required. At what time will applicants be affirmatively told if we must account for a match in the budget?

A: Under this RFI, no match is required.

7. Q: Can sub-awards be budgeted under the contractor line?

A: Applicants should propose a lead entity-sub-award structure. Sub-awards should be proposed in the narrative, contractual budget line and budget narrative. Ideally, these sub-awardees are named with services and costs clearly included in the submission. If this is not the case, the sub-awardee program narrative and budget information can be more general.

8. Q: Can the application identify the general network of potential sub-awards (i.e. the domestic violence service providers in Cook County) or do specific partners have to be named and have agreed to the application?

A: It is allowed, but not preferred, for the lead entity to only have a general network of potential sub-awards.

9. Q: I have just reviewed the recently released RFI, and I have a couple of questions. It appears that this RFI is similar to a NOFO in that you have to submit a proposal and a budget, and after ICJIA's review, an award will be made. Am I understanding correctly? Also, I noticed that no preference is given to agencies that propose to provide services directly. Is the main purpose of this RFI to select agencies that are willing to be the fiscal agent for this supplemental funding, distributing the funds to an already established network of community service providers? Can an agency proposing to provide services directly (on its own, not as part of a network and not as a lead entity) be selected to receive funding through this RFI?

A: The intent of this RFI is to fund lead entities that have a network of providers to receive the grant funds. The lead entity can also provide direct services. It is not the intent of this RFI to fund an agency to provide direct services only. ICJIA recommends agencies collaborate with other agencies to apply with a lead entity/sub-grantee structure.

10. Q: Do the individuals served have to be those recovered from infection by the COVID-19, or in any way directly impacted by the Corona virus?

A: Individuals served need only be impacted by the coronavirus by living in a disproportionately impacted area and in need of the proposed services. Allowable costs however, are limited to preventing, preparing for, and responding to the coronavirus.

11. Q: Is there a minimum or maximum amount of funding to request for this opportunity?

A: No, see answer to #5 above.

12. Q: Would funding be possible to provide Youth and Adult Mental Health First Aid Trainings? This training should certainly fit as supportive of mental health.
A: The primary issue is if the applicant is proposing a lead entity framework and has the experience with the program areas. Under the "Supportive Services", training address mental health crisis is possibly allowable. Its' important to include an implementation plan for the trained participants to meet the needs identified in the application.

13. Q: Is there a way around the GATA registration requirement due to the GATA website being down?
A: The GATA website is not down. GATA registration is required.

14. Q: Our Agency has received funding through the BJA CESF Program directly applying to the BJA. Is this the same program or are we eligible to apply for this as well?

A: Direct recipients of BJA CESF funds are eligible for these funds as well. The primary issue is if the applicant is proposing a lead entity framework and has the experience with the program areas. See answer #1 for details.

15. Q: The program summary states: "Lead entities distribute funds via sub-grants to their provider networks and are responsible for the fiscal oversight and quality assurance of those sub-grants." Does this mean that grant funds **can or cannot be used for their own services**, or must all the grant funds be sub-granted to their "provider networks"?

A: For the purposes of this RFI, lead entities may provide direct services while also serving as a lead entity.

16. Q: We are part of a collaborative of 501(c)3 orgs and worker cooperatives distributing emergency meals. We saw that one of the permitted uses is: "Foodbank: Receive and distribute food to community-based agencies for their participants."
Do you have to be a foodbank in order to apply for this funding? Or will foodbanks be highly prioritized?

A: This program area should address food needs in the identified community. Providers that have experience and capacity to meet this need are welcome to apply.

17. Q: I am understanding that the intent is to fund a Lead Agency who would then distribute funds to the Provider Network that they oversee via subcontracts. I'm wondering if ICJIA would consider potentially funding a sole Agency who is able to address multiple program areas under the umbrella of one Agency? At my agency, we have over 100 programs at almost 200 sites across Cook and Lake Counties so we potentially have the capacity to be effective with delivering this programming just within our Agency, however, we would not be acting as a Lead Agency and we would not be utilizing subcontracts. Any feedback you can provide about if this option would be considered is greatly appreciated.

   A: Eligible respondents include the lead entity with sub-grantee structure only.

18. Q: How many years can the budget include?

   A: One year.

19. Q: Are the sub-grantees considered the clients, residents, or population served?

   A: No. Sub-grantees are other community based agencies that provide direct services to clients/residents.

20. Q: We do not have geographic restrictions. Our clients and residents come from anywhere within Illinois, crossing multiple counties. The physical location of two of our programs, which serve ex-offenders, is in Kane County. However, our program that serves incarcerated individuals crosses multiple counties. My question is, how should we state this information under Statement of Problem: b. Please list the county?

   A: Please include the counties where the clients will live.

21. Q: We offer services to incarcerated individuals and ex-offenders. Some residents parole to our facility and some are ordered here by the courts. We offer three programs to incarcerated individuals and ex-offenders, two are in two separate physical buildings, and one is an on-the-road program, which visits prisons throughout Illinois. Some of these visits are 2-3 day road trips, all free of charge to IDOC. Each of the three programs has a dedicated budget. All three of them fall under the same 501c3 and are under our Enterprise organization, which is on the 501c3. Can we include all three programs in one budget, or do we have to fill out separate information for each of the three programs, including a separate narrative and budget for each?

   A: A separate narrative and budget is required for each of the 5-ICJIA proposed program area. All three of your programs can be included in one narrative and budget as long as it is for one ICJIA program area.

22. Q: Are matching funds required and is this a reimbursement grant proposal?

A: Matching funds are not required. ICJIA typically reimburses grantees for reported and approved expenditures on a quarterly basis. Payment methods will be discussed further after candidates have been selected.

23. Q: As an owner of a management company with over 9,000 units I would like to understand what needs to be done to help our residents avoid evictions and collections once the state moratorium is lifted on filing evictions. We are in a position where our clients will be instructing us to file and as I understand funding is being made available for up to $5k per resident that is behind due to COVID. Please let me know what we can do to learn more about this as I have been made aware this will be available soon!

A: ICJIA is not involved in the program to which you have referred. This RFI is for non-profits, acting as lead entities, to provide sub-grants to other agencies that then deliver at least one of the program areas listed in the RFI.

24. Q: I had a question about being a sub-grantee organization and not a lead organization. We are a 501c3 located in the Southwest side of Chicago which has been hit the hardest in terms of COVID-19 cases. We have doing food distributions to Southwest side residents and are interested in receiving some of these funds possibly. Can we get a list of lead agencies that will provide the grants once they are chosen or do we have to submit separately?

A: After grants are approved, it may be too late for your 501c3 to be included in a project. I recommend you reach out to agencies in your community to identify one that can apply as the lead entity. ICJIA posts all our Board Budget Committee materials on our website. It is in these meetings that recommended applicants are presented to the Board for approval.

25. Q: Will sub-grantees be required to meet all the GATA requirements?

A: Sub-grantees do not need to be GATA registered but they need to be compliant with all GATA prequalification criteria.

26. Q: My organization is part of multiple collaboratives/provider networks. Would we be able to be listed as a sub-grantee on more than one response to this RFI?

A: Yes

27. Q: Can it support citizens bills/food issues? Example: water bills

A: Food issues are addressed under the 4th program area: Foodbank. A program that addresses water bills could be included in the 2nd and 5th program areas.

28. Q: I wanted to confirm that domestic violence victims and undocumented domestic violence victims would be eligible under this grant as those who have experienced violence.

A: Domestic violence victims have experienced violence so they are eligible.

29. Q: Is there a preferred number of sub-grantees that you all would like to see on applications?

    A: No

30. Q: Is this grant reimbursement-based or is it up-front?

    A: ICJIA typically reimburses grantees for reported and approved expenditures on a quarterly basis. Payment methods will be discussed further after candidates have been selected.

31. Q: How many organizations are expected to receive funding? How much funding should each approved organization expect to receive?

    A: We have not provided any of these estimates.

32. Q: Will preference be given to organizations that list their current sub-grantees and/or partners and their respective programs?

    A: Yes, all things being equal, an identified list of sub-grantees is preferred to none.

33. Q: I am working with XXXX in partnership with the University of XXXX and six other agencies to manufacture and distribute CDC-approved handmade masks to help pregnant people and their babies in the Chicagoland area stay safe during the COVID-19 pandemic. We think we'd be great candidates for the CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING GRANT - a**s with funding we'd be able to supply much needed masks to this at-risk population of pregnant and postpartum women.** Masks are not being donated anymore and we'd be applying for a grant to fund the manufacturing of masks through my manufacturing channels. I'd like to open an inquiry to see if we qualify for applying.

    A: A non-profit, GATA registered agency is eligible. That agency must propose a plan to distribute the funds through subgrants. That agency is called a lead entity. I would recommend working with your partners to identify which agency is best positioned to the lead entity. As for the activities you are currently engaged in, it seems they would fall under the #2 or #3 as long as the pregnant women and mothers are also victims of violence (any kind) or have been involved in the criminal justice system. The application includes detailed questions that the respondent needs to justify why the funds are needed for their project.

34. Q: Can a for profit business apply for this grant?
    A: No.

35. Q: We have a current grant for our Transitional Living Program through IDHS. Can we also apply for funds for the same program from the Illinois Criminal Justice Information Authority?
A: If a program has existing funding, the proposed project should be to expand or increase
meeting the needs. Please review all the other application requirements as well.

36. Q: We are a non-for-profit agency providing services to people experiencing food and housing insecurity and homelessness, including an array of supportive and empowerment services. We serve the Northwest Suburbs and as a lead agency for the coordinated entry in the suburban cook county we have clients referred to us from the suburban cook county area also. Can you please advise us on the geographic areas ICJIA prioritize? We would like to apply for the funding since all of our programs focused on housing, food and supportive service
A: We will not be providing the data analysis. In the RFI, we provided the data sources and described how we will analyze it. I recommend you review those data sources and propose a project that addresses the needs you describe in the geographic areas you feel best capable of providing services in.

37. Q: Given the very short time frame for drafting this grant by next Friday, July 24th, we wanted to inquire whether we are expected in our grant application to provide geographic zip code data on positive COVID-19 cases, unemployment, housing, and reentry for our targeted communities where we would propose our grant project to serve. Or if alternatively, we would are just expected to list the communities where our program will be and ICJIA will review those communities to determine if residents are disproportionately impacted in those areas.

A: It is the latter-you should propose the counties, neighborhoods, zipcodes that you propose to serve.

38. Q: We have an agency in Champaign County, that operates programming that lines up perfectly with this grant opportunity. I am reaching out to ask if you are aware of any other providers in this general geographic region that might apply for funds to see if there is an opportunity to partner with them either through sub-contracting or building a provider network.
A: No, we cannot do this. I suggest reaching out locally or via social media platforms and see who responds to your inquiry.

39. Q: In regard to the "statement of the problem" section, Are you just looking for us to explain the need for the proposed program area? Thus, we would not be expected provide data why we selected certain communities, correct?
A: I can't provide that level of assistance. The questions asks the respondent to "describe" and it is up to the respondent how they do that.

40. Q: For our project, we are planning to propose refer our patients from neighborhoods on South Side of Chicago and persons identified through our contact tracing program

process in municipalities in South Suburban Cook County who are housing instable or insecure to a network of subcontractors who are housing organizations for them to receive rental assistance. We believe that would constitute just one program area, housing. Would that be correct?

A: Rental assistance would fall under the Housing program area. If additional supportive services be provided, then another program area would be necessary.

41. Q: We are a governmental agency. Are we eligible to apply as a lead entity?
    A: Yes.