

# Cumberland County, NC - Program for COVID-19 Assistance to Nonprofits

Frequently Asked Questions as of April 24, 2023

## 1.1 How does the Program for COVID-19 Assistance to Nonprofits define a “public purpose?”

- The Program for COVID-19 Assistance to Nonprofits reimburses a nonprofit’s expenses for programs that serve a “public purpose” (per [N.C. Gen. Stat § 160D-1311\[a\]](#)). A program serves a “public purpose” if it is associated with:
  - Employment,
  - Economic development,
  - Crime prevention,
  - Child care,
  - Health,
  - Drug abuse,
  - Education, or
  - Welfare needs of persons of low and moderate income.

Please have the correlation between your proposed program and one of these defined public purposes clear in the scope of work section of your application.

## 1.2 Is there a cap on funding for this program?

- Yes. Nonprofits may only request up to **\$50,000** for eligible reimbursements.

## 1.3 How does the program define a Low to Moderate Income (LMI) employee?

- When referring to a program that that serves the “welfare needs of persons of low to moderate income [LMI]” (See FAQ 1.1), the program defines LMI positions as:
  - Full-time equivalent (those that work a 40-hour week); and
  - Positions that earn **less than \$37,350**, annually.

## 1.4 When requesting funds, what time period are you looking at? For instance, is this effectively a reimbursement for costs during the shutdown? Or are you basing it off of current costs today?

- Reimbursable costs are **incurred after a contract has been executed** between the nonprofit organization and the County. Therefore, the County cannot reimburse expenses incurred before the contract has been executed.

**1.5 What is the application referring to when it states that a nonprofit organization must “be registered and in good standing with NC Secretary of State?” Is this referring to the Charitable Solicitation License?**

- All applicants must be in good standing with the NC Secretary of State (NC SOS) prior to being approved by staff for funding. A Charitable Solicitation License is not required for applying to this program. Please refer to the Business Search function (found [here](#)) on the NC SOS website to determine if your organization is active and current on all required documents.

**1.6 What is the acceptable formatting for the phone number and Employee Identification Number (EIN) in the application?**

- To avoid receiving an error in the nonprofit assistance application, make sure to include parentheses and dashes in the phone number and EIN that you provide. Please refer to the following formatting for each:
  - **Phone Number:** (XXX) XXX-XXXX
  - **EIN:** XX-XXXXXXX

You may also verify your nonprofit's EIN [here](#).

**1.7 If we wanted to reimburse for payroll, can health insurance and 401k match for employees be included in the budgetary request for the program?**

- Yes. 401k match, health insurance, or other types of provided retirement plans can be included in payroll reimbursements to the organization. However, all reimbursements must **directly** correspond to the success of the intended program(s) that serve a “public purpose” (See FAQ 1.1).

**1.8 Do funds have to be expended by the receiving organization by a certain date?**

- No. There is no deadline for expending funds received through the program. However, reimbursement requests must be submitted within the timeframe specified in the contract between the nonprofit organization and the County. If the contract is terminated by either party, reimbursements will cease. Please note that expenses incurred before the contract has been executed cannot be reimbursed.

**1.9 If I get approved for a reimbursement and it's going to take me a full year to re-coup that award, is that ok?**

- If you are unable to wait until the end of the year for the full reimbursement that you are approved for, you would ideally take the option of drawing down monthly

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**[arpsmb@cumberlandcountync.gov](mailto:arpsmb@cumberlandcountync.gov).**

reimbursements, which is the shortest timeframe the County can distribute reimbursements to your organization.

**1.10 Will contracts for this program be executed under the County's FY-24 (July 1, 2023 to June 30, 2024)?**

- Most likely, contracts executed under this expanded scope of the program will be executed under FY 24. In the case that contracts are executed in FY23 (prior to July 1, 2023), the contract will be reappropriated for FY24.

**1.11 Is this program separate and different from the Cumberland County Community/Outside Agency Funding Application that was due on January 30, 2023?**

- Yes. This program is distinct from Cumberland County's Community Funding application that closed on January 30, 2023. Although similar in structure and requirements, please keep in mind that this program considers the impact from COVID-19 to nonprofit organizations across the County as an additional factor.

**1.12 Do I need to resubmit an application if I already submitted an application?**

- No. If you applied to the prior application that was live between December 6th, 2022 to April 18th, 2023, you do not need to reapply. If, after review, your organization is approved to receive reimbursements, the County will send your organization's authorized representative from your original application a conditional award letter. If you would like to revise your scope of work and budget to take advantage of the extended scope of the current program, you will have the opportunity to do so after receiving a conditional award letter from the County and request up to the maximum amount of \$50,000 per applicant.

**1.13 What does the budget template mean when it mentions "other operating costs"?**

- The program's [budget template](#) includes tabs that list the most common categories of eligible expenses that serve a public purpose (See FAQ 1.1). However, if your organization's program does not fit into any of these categories, there is an "other operating costs" tab that allows you to itemize and justify expenses beyond the template that still contribute to the success of your proposed program and public purpose.

**1.14 When are applications due?**

- The due date for applications is **May 7, 2023 at 6pm**.

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