



22-15-CTY FOR AID TO NONPROFIT ORGANIZATIONS

Addendum I – Vendor Questions & Answers (County Response in Red)

1. Not clear on brick-and-mortar projects. Allowed or not?

This is a broad term, and the County cannot provide specific guidance that adequately covers the various projects that would be considered under the brick-and-mortar umbrella. Proposals should outline these projects and justify meeting the requirements outlined under program eligibility. However, the County believes that it would be difficult to justify new construction.

2. If the non-profit does not exist in a space either by lease or property ownership, is it accepted to write in the proposal to fund a lease for multiple years?

This is not a stated requirement. However, non-profits should keep in mind that all program funds must be expended before December 31, 2026, meaning that a lease after this date would not be funded in any part by this award.

3. Can you share again where reimbursements would be a requirement in the proposal or cycle of the project?

Part of the RFP requires that a budget be submitted for approval for each proposal. Within the contract, The County will approve a budget. The nonprofit entity must conform to the terms of this budget. This is not explicitly stated in the RFP but a standard requirement.

Funding through reimbursements allow the County the opportunity to review to ensure all funds were spent following the applicable guidelines and a way to validate adherence before funds are paid out. This decreases the risk for the county of having to pay back funds to the federal government.

4. Will the slides be available along with the recording after the workshop? If yes, will they be emailed or posted?

Yes. We will post the slides on the county ARP website. An email will be sent to all the workshop attendees with the link. The County will post the written responses on vendor self-service as an addendum and the County ARP website. We will also post for the benefit of organizations who could not attend the live recorded session.

5. Is this a matching grant?

This is not a grant program. However, if you have submitted a request or proposal for the same purpose to another entity, it is requested to disclose it in your submission. This will not

automatically disqualify you; however, you could elaborate on how the extra funds would enhance the project/program that you are undertaking.

6. Can a state or federally funded institute, such as a school or university, be considered a project partner?

Yes, a non-profit can partner with these types of entities. However, the non-profit would have to submit the proposal as the lead entity. The lead non-profit, that submits the proposal, should identify in the RFP any partners that it will collaborate with in managing and/or conducting the project.

7. Will projects that have impact outside of Cumberland County be considered, if the non-profit and its core mission are Cumberland County focused? Or do all dollars have to be spent with/for entities inside the county?

The funds allocated to this program are intended to be used within Cumberland County. Funds have been sent to all local governments, and each will allocate dollars to be used in their jurisdiction.

8. Are funds available for brick-and-mortar projects that fit one of the categories for recovery?

Suppose your organization believes that you have a proposal for a viable project. In that case, they should detail that to be evaluated by the ARP committee, and the County will decide based on the justification and viability of the project as it relates to the COVID-19 pandemic.

9. Is there a cap for funding requests?

There is no cap on proposals; however, the Board of County Commissioners (BOCC) has allocated \$3.5 million to the Non-profit program. This allocation will cover the life of this award from March 3, 2021 – to December 31, 2026.

10. Is there a limit on how much a project can request?

Please refer to question # 9.

11. Can you go over again the difference from the deadline December 31, 2024 versus December 31, 2026?

- All program funds must be obligated by December 31, 2024, meaning that all contracts would need to be executed between the County and the entity by this date.
- All program funds must be expended by December 31, 2026, meaning that the contract will be terminated and completely liquidated by this date.

12. Are you able to take a draw on the funds to get started if proposing a new project?

We have not explicitly disallowed it. However, the County intended to provide these funds solely on a reimbursement basis. That offers the county assurance that the funds have been spent appropriately and the reporting and audit requirements have been met.

13. Is there a page limit for the total proposal - or just for the narrative response?

There is not a page limit.

14. On Page 8 - Section 4.3: there is a footnote #1 for the Recovery Funding Eligibility Category - Small Business and Non-Profit Support. What does the footnote by this category mean?

For this RFP, the County removed this language. It was intended to be extracted from the document. However, the eligibility categories are covered in detail under the link on page 7 under "meet the eligible use of funds for CSLFRF" it will name and describe the eligible types.

15. Section 3.2 - Method of Award: First Sentence - "Qualified proposals will be made that best fit the needs of the County." Where are the county's current needs listed so we can assure alignment in the proposal?

The County has determined that non-profits are in a better position to identify public needs for this RFP. There is not a comprehensive list of needs. Non-profits should identify those needs and submit proposals that mitigate those needs. Please refer to section 4.3 of the RFP.

16. Who will sit on the Evaluation Committee for the proposals? How are these individuals selected?

As with all County issued RFPs, staff vet the proposals. This will be a multi-department approach, and a cross-section of disciplines across county departments will be a part of the process. The review committee will review rank proposals and present them to the Commissioner ARPA Committee to be examined further. Ultimately, selections will be referred for approval to the BOCC.

17. Are the proposal contents to be all separate documents?

Not necessarily. Attachment A, B, and C are all separate documents. For the remainder of the contents, you could utilize a word document to input information in the order that it has been requested. It is possible for those contents to be in a continuous word document, utilizing labels.

18. Can you please verify the website where addendums will be located?

The County will provide the information on both vendor self-service where the RFP was posted and the County ARP page. An email with the addendum will be sent to all the workshop attendees.

VSS: <https://ccmunis.co.cumberland.nc.us/MSS/Vendors/default.aspx>

County's website: <http://www.co.cumberland.nc.us/departments/commissioners-group/commissioners/american-rescue-plan/requests-for-proposals-from-nonprofits>

19. When does the program start once awarded?

This will be defined within the contract process after bid approval from BOCC.

20. Could you please confirm is 1 proposal per project, correct?

Yes

21. To make clear, can one non-profit partner with two or more non-profits with different projects?

Please refer to the section 4.1 in the RFP. In addition, the lead non-profit, that submits the proposal, should identify in the RFP any partners that it will collaborate with in managing and/or conducting the project.

22. Maybe 5% can be advanced on each proposal?

No.

23. If one non-profit has more than one project they would like considered for funding, should they complete two separate proposals?

Yes, the non-profit should also keep in mind that if multiple proposals are submitted, and the County accepts their proposals, there is an expectation that they will execute all the accepted proposals.

24. For the purpose of the proposal, is education/schools considered an "industry"?

This RFP is intended for non-profit entities. If your organization identifies as such and that status is documented, you are eligible. If not, this RFP is not targeted towards your entity.

25. Question of curiosity, will there be a session related to small business?

Yes, the County will upload information concerning this session to the county website outlining a date and time.

26. Should individuals with more than one non-profit submit one proposal or different proposals?

One non-profit can submit a proposal for a combined/collaborative project on behalf of multiple non-profits. The lead non-profit, that submits the proposal, should identify in the RFP any partners that it will collaborate with in managing and/or conducting the project.

27. Are non-profits guaranteed to receive the requested amount?

No. The County is working within the defined \$3.5 million allocated by the BOCC specifically for non-profit entities so it isn't possible for us to guarantee any amounts. We do not yet know amounts that will be requested.

28. Section 1.0: Do any addenda that is posted need to be submitted with the proposal as part of the RFP submission?

No

29. Section 5.3b: Please explain Section 5.3b further. Typical grant and contract indirect for non-profits is usually around 10%. Is there a maximum allowable percentage?

The County would like to maximize services provided to the community. See Attachment C: Budget Template for allowable cost items, with corresponding hyperlinks.

30. I attempted to complete the form but got stuck at the payroll part. I am a single member LLC.

See Attachment C: Budget Template for allowable cost items, with corresponding hyperlinks.

31. Does a non-profit have to be a 501c in order to apply for the Recovery Funds?

Proposals will be accepted from nonprofit organizations and proof of nonprofit status is required.

32. The reason I'm writing is to find out if we can reapply for our expenses that are related to our COVID measures, or because those expenses took place in 2019, we can no longer apply. Is the grant opportunity only for future expenses?

This is not a grant. The allowable expenses and periods are defined under section 4.2 Project Requirements. Expenses incurred in 2019 are not allowable.

33. Where do I begin the application process?

There is no application process. Nonprofit entities should submit proposal as indicated in the RFP.

34. Can you please provide more information? / Will you please send me more information?

All information related to this RFP is included in the RFP document and subsequent amendment.