Application Requirements/Eligibility

Q1: Does our organization need to complete an American Rescue Plan RFSQ to be eligible for ARP funds, including this grant?
A1: No.

Q2: Is there a word or page limit for questions 6, 7, 8 in the application?
A2: No, only for Item 1 (500 word maximum about how your organization serves immigrants in LA County.

Q3: Are we eligible if we already receive ARPA funds through FEMA/EFSP administered by United Way?
A3: Yes, and the program elements will need to be distinct and specific for this grant.

Q4: Detailed Budget

- So, the grant is $150,000 for two years - but a detailed budget is not required?
- The application itself does not contain a detailed budget, correct?
- Do we need to submit a budget sheet itemizing our proposal?
- Would a budget and a workplan be needed along with the word application?
- Do we need to prepare the budget plan of how the funding will be used in the application?

A4: A detailed budget is not required for the application. CNM will work with the Awardees to develop a detailed budget and workplan after selection.

Q5: For the application, can the financial information including operating budget and salaries of key staff have to be included as text in the same PDF or sent as a separate attachment? In addition, do all documents (including the 501(c)3 letter) have to be merged into the same PDF?
A5: Please compile into one PDF for Application Submission.

Q6: Do salaries of Key Staff need to be broken down? Who is considered Key Staff?
A6: For Item 3: Financial Information, please itemize key staff and include salaries of Executive Director and staff who will work on your immigrant-focused project.

Q7: Will the grant include refugee populations for eligibility versus the targeted population must be immigrants?

A7: Yes. Refugees are part of the immigrant population

**Q8: Physical location/presence in Los Angeles County**

- Are orgs required to exist physically in LA county? Can orgs existing outside of LA county apply if they directly serve immigrants in LA county?
- Most of us who are volunteers do not have a physical office. Do we qualify if we do not have an office?
- If we service LA and OC areas is that an issue since the grant is LA focused?
- Is it possible to still apply for this grant, if our headquarters is looking in Orange County, but we still do work in Los Angeles, too?
- Our organization is located in LA County and a National org. We are faith-based and also serve LA county women faith leaders but not exclusively. Do you have some metrics regarding what percentage of org’s mission serve people in LA County?

A8: Yes, please apply and focus on work in Los Angeles County and with immigrant populations for this grant.

**Q9: Can we apply if ... ?**

- We are three different organizations, all of us are volunteers. Can we submit an application?
- Our organization primarily focuses on environmental justice issues. If we’re organizing for environmental justice issues in primarily immigrant communities, would we be eligible for the grant?
- Are there any nonprofit organizations that are not eligible to apply. E.g., public charter school
- We are in LA county but our Zip code is not listed in the Selection Rubric. Does this mean we will not qualify?

A9: Yes, please apply if you are a 501c3 organization (or fiscally sponsored by one) serving immigrant communities in Los Angeles County.

**Q10: What can we use the funds for?**

- Are funds eligible to be used for capital or is it all programmatic?
• Will the funds be eligible for indirect costs?
• If temporary staffing is applied for, are other operational expenses also permissible with the grant funds (i.e., communications, liability insurance, utilities, etc.)?
• Could we use this funding to hire an external consultant?
• Can it be combination of different capacity building efforts like HR and tech?
• Can the funds be used for a specific expansion project that is part of a larger partnership, including hiring a financial manager?
• Could an application proposing communications and marketing capacity-building activities potentially be competitive?
• Are legal fees for immigration applications covered under this grant?
• How much of the funds can be provided for general operating support?

A10: Funds for this grant are intended to support capacity-strengthening initiatives for your organization and could be either programmatic or operational costs. Funding could be used for a combination of activities, to hire a consultant or staff member, or as a part of a larger project. Activities directly related to providing services, such as legal fees for immigration applications, are not applicable.

Q11: Is the grant released annually or quarterly?

A11: Quarterly

Q12: Metrics and Data

• How can we indicate that we have 50% or more residents who are foreign born/children of immigrants?
• Would the org have to be in a position to be able to track immigrant populations? Our org serves children in a predominantly Latinx and immigrant area according to data collection from school districts. We currently don’t have a way of tracking this data point from the students we directly serve.

A12: Applicants need to be able to communicate how they will measure success for their project, focusing specifically on the core goal of increasing capacity to serve more immigrants. Consider including data collection and research in your proposal to address this.