



## **Advancing Communities for Youth (ACY) Project Request for Proposals Q & A**

**Q: We would like to hire a volunteer coordinator. The individual will not be providing direct client services, but will be organizing and managing the personnel that interact directly with our youth clients. Is this an allowable use of ACY funds?**

A: No. In this case, hiring a volunteer coordinator is not considered capacity building. However, a staff/consultant can be hired to create a volunteer recruitment plan because this activity would have long term effect. Federal funds should be used to add value to allow the organization to achieve more in terms of organizational capability and improved infrastructure than they could have without the funds.

**Q: We would like to use ACY funds to hire an accountant to replace our previous accountant. Is this an allowable use of the funds?**

A: No. In this case, hiring an accountant is not considered capacity building.

**Q: What is the allowable percentage, if any for OTPS?**

A: There is no rule for calculating the percentage for OTPS. What you need to consider is to whether or not the activity will add long term value to the organization. When the grant funds ends is the organization in a better position to provide more and better services and how did the funding for OTPS contribute towards this?

**Q: Can we use ACY funds to cover a percentage of salary and fringe benefits for current staff?**

A: Yes. However, the funds cannot be used to cover salaries or benefits for existing positions to continue with their everyday activities. This cost is allowable only if the staff is working on capacity building activities that go beyond their regular job duties. For example, if the staff is working on developing a volunteer recruitment plan, or developing position descriptions for staff. The capacity building activities conducted by the staff must provide long term benefits to the organization.

**Q: Is NYSCA funding considered federal funding?**

A: No

**Q: What is the age group covered under the social service area “at-risk youth”.**

A: 5 years old – 21 years old

**Q: Can we use sub-awards to purchase heart monitors for a youth fitness program in which the monitors are used to measure youth progress towards fitness goals?**

A: Yes. The heart monitors are considered program supplies that can be used long-term.

**Q: Can we use sub-awards to offer new program activities?**

A: No, this would be considered direct services which are not allowed under this grant.

**Q: How long does it take to complete the CCAT?**

A: 40-45 minutes (a little longer for the lead staff person who will also need to enter agency demographic information). Completing the CCAT is usually delayed when each assigned staff/key stakeholders fail to complete the assessment.

**Q: What criteria will be used to judge our applications in Phase 2?**

A: Your score from your initial Phase 1 application materials (narrative, budget, cover sheet and attachments) will carry over to Phase 2. We will add points related to completion and submission of your CCAT. Agencies may receive up to a maximum of 20 points in Phase 2 (to be added to your initial score) as follows:

5 points: Agency participates in CCAT Webinar

5 points: CCAT completed on time

5 points: CCAT report submitted on time to PASE for review

Bonus: 5 points: Agency participates in TA activities to complete CCAT