

Universal Applications 22-23 Questions and Answers
December 10, 2021

Q1: Will you please verify if it is possible for the nonprofit to get pre-approved for grant funding prior to any of the nonprofit's funds being spent? Or does the nonprofit spend money and then submit for reimbursement before they are aware if they will receive any grant funding?

A1: The City of Jacksonville will notify all applicant organizations of their funding award. Before the organization may expend CDBG, ESG or HOPWA funding, the City and the organization will execute a subrecipient agreement (or contract) with the terms and conditions of the funding. No organization should begin spending funding before executing the subrecipient agreement.

Q2: May I please have the scoring sheets from our last year's applications? NFAN submitted 1 STRMU and 1 PHP application.

A2: Previous awardees may request their scoring sheets directly from their contract manager. All other requests must be in the form of a public records request.

Q3: We have an Indirect Cost Rate agreement. Does CDBG pay for indirect costs?

A3: You may include your approved indirect cost allocation plan in your application and include those costs as part of your proposed budget.

Q4: Can the Indirect Cost Rate be used to notate the amount of cash match?

A4: No

Q5: Do the Resolution forms require company letterhead? Will you accept them without letterhead?

A5: Yes, the Resolution forms require a company lettered and will not be accepted without the letterhead.

Q6: My understanding is if an organization has been in existence for more than 1 year, an audit is required less than 1 year, a compilation or review is required.

My question is if an organization has been in existence for 16 months and haven't conducted any business at all would an audit still be required? There would be nothing to audit, no financials as the organization hasn't done anything throughout its existence.

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A6: To meet threshold requirements, you must be in business for a minimum of 12 months. If you have not conducted business during that timeframe you would need to provide an explanation as to why there is a delay between creation of the organization and the start of operations.

Q7: Pages 30, 56 and 57 of the application lists Financial Ratios that are to be provided but do state the date or time period to be used in calculating the ratios. Should the numbers used to calculate the ratios correspond to our most recent audited financial statements?

A7: The organization's year to date financial statement will be used to calculate these ratios. The origination's most recent audit will be used to confirm the year-to-date financial statements are an accurate reflection of the origination's financial position. Required attached #14 is the origination's current year to date financial statement.