



Updated: August 6, 2015

To: Holders of Specifications Relating to:
 RFA: 2016-2017 CF Community Action Programs

Release Date: June 15, 2015

SUBJECT: Additional Information/Clarifications to Specifications

Question 1) Answer 1)	Is a home visiting program for low-income, at-risk families eligible for this application? Yes, this is an eligible program.
Question 2) Answer 2)	Is a program that generates and refers volunteers, thereby increasing other community organizations' capacity to serve low-income populations, eligible for this application? The purpose of this Request for Application (RFA) is to solicit services that provide essential assistance for Clark County residents who are in poverty and help them move towards self-sufficiency. Based on the details provided in the inquiry e-mail, a program providing volunteer recruitment and referral would be too far removed from the direct beneficiaries of essential services to be able to identify and work toward related outcomes. Ultimately, this proposal would not be a good fit for the Community Funds-Community Action application.
Question 3) Answer 3)	How does this year's funding compare to that of previous years? Total available funding is less than in 2013, 2014, and 2015.
Question 4) Answer 4)	Do physical health services include the broader spectrum of nutrition, fitness, and other healthy lifestyle programs? Physical health is specific to medical healthcare providers.
Question 5) Answer 5)	Is the minimum \$40,000 request per year? Yes. Applications should specify the funding request, budget, and leveraging amounts on a per-year basis. Available funds are listed per year.
Question 6) Answer 6)	What opportunities are available for agencies that do not currently have HMIS? Council for the Homeless will set up and train agency staff to use HMIS at no cost to the agency, if funds are awarded.
Question 7) Answer 7)	Is the focus on this RFA to serve the homeless? No, this RFA is to serve anyone under 200% of the Federal Poverty Limit. Please refer to the 2015 Poverty Guidelines chart on our website and in the RFA Library.
Question 8) Answer 8)	Working collaboratively with another agency may result in multiple providers serving the same client, but providing different services. How do we avoid duplication? HMIS tracks people on an individual level. Each person is only entered into the system once and then multiple agencies may enter the type of assistance provided to the person. This allows the County to report an unduplicated number of people served. The HMIS system will allow providers to see what services have already been provided to avoid duplicating services.
Question 9) Answer 9)	Is there a concern with privacy in utilizing HMIS? HMIS is regulated by strict Federal and State privacy and confidentiality standards. Information acquired in HMIS is not made public and each client is assigned a unique identifier by the system. Clients are asked to sign a release of information in order to be entered into the system. Programs may also lock sections of the systems (i.e., case notes, assessments) to protect privacy.
Question 10) Answer 10)	Is it okay to specify a person is not homeless in HMIS? Yes. The information should always be entered accurately.

Question 11) Answer 11)	When the County is requesting additional information from an agency through ZoomGrants, who is notified when multiple staff are working on the application? The agency must share a single login. Communication is sent to the contact(s) designated for that specific application.
Question 12) Answer 12)	The application requires an E-Verify MOU. Where can I find more information regarding this requirement? Details regarding E-Verify are included within the Requirements section of the RFA. All agencies that have contracted with the County within the past four years have been required to provide an E-Verify MOU. Agencies should be able to obtain a copy through the E-Verify website if needed.
Question 13) Answer 13)	The pre-application asks for a request grant amount. If a situation changes after the pre-application, can the requested grant amount be changed before the final grant is due? Yes, the amount requested can be changed. The amount requested documented in the “Program Summary” tab needs to match the amount in the “Budget” tab.
Question 14) Answer 14)	I’ve recently signed up my agency for E-Verify, but am unsure how to obtain the MOU. Please contact Customer Support with E-Verify a (888) 464-4218 or review the Quick Reference Guide located at http://www.uscis.gov/sites/default/files/USCIS/Verification/E-Verify/Publications/Guides/guide-enrollment.pdf .
Question 15) Answer 15) 7/29/15	For the partnership letters, if a partner provides multiple resources, is it necessary to obtain separate letters for MH, CD, etc., or can one letter be for the whole of each agency? One letter specifying more than one collaboration may be submitted. Programs must fully specify the details of each collaboration in order to receive the most possible points.
Question 16) Answer 16) 8/6/15	Our agency provides multiple programs. Can the services provided through our other programs to the participants in our proposed program be considered leveraged resources? If the participant is enrolled in the proposed program and is determined eligible for a second program that will enhance the participant’s support, but not duplicate assistance, then the second program may be used as leverage. The leveraged amount must be based on the percentage of people in the proposed program who will be found eligible and will enter the leveraged program.
Question 17) Answer 17) 8/6/15	Should leveraged resources be included in the proposed budget for this application? If so, where? Yes, leveraged resources should be included in the Proposed Program budget of the application under the appropriate Item Description (i.e. Local, State, and Federal funding). In Kind resources should be included under Other with a description (i.e. In Kind)
Question 18) Answer 18) 8/6/15	Can leveraged resources be from any source? Yes. Any funds used to support the participants in the proposed program can be considered leveraged resources. Leveraged resources are not documented/reported outside of the County and are not considered Match in regards to federal funds.