

**Ventura County Area Agency on Aging
Older Americans Act**

GRANT APPLICATION – FY 2015-2016

WORKSHOP QUESTIONS & ANSWERS

The below listed questions were asked during the VCAAA New Grants Workshop (Bidders Conference) for FY 2015-2016, held on April 22, 2015 at the VCAAA office.

Q Relative to the grant application, what is the difference between a subcontractor and a collaboration?

A *Subcontractor:* A subcontractor shall mean an individual or business firm that performs part or all of the grantee's contract. All subcontracts to provide program services under the grant contract must be approved in writing by a VCAAA-designated representative. The grantee is responsible for monitoring the performance of the subcontractors, and for ensuring that subcontractors are compliant with grant contract requirements, including licensing and insurance requirements. All proposed subcontractors must be listed in Section 13 "Subcontractors" (pg. 8A) of the application.

Collaboration: A collaboration deals with the grantee collaborating formally or informally with an organization to provide any grant-funded or grant-related services. All key collaborating agencies must be listed in Section 10 "Collaborations" (pg. 7) of the application.

Q In the Budget Form Title III E Family Care Center, which positions within the applicant's organization should sign the Grantee Budget Authorization section (pg. 1), and which position should sign to certify the budget is reasonable and complete (pg. 3)?

A The person who should sign the Grantee Budget Authorization section (pg. 1) should be the same person named on the application-Part A (page 1 of the application), while the Project Director signature should be the same person named in the application who is responsible for administering the grant (page 3 of the application).

The person who should sign to certify that the budget is reasonable/complete (pg. 3 of budget), should be the same person named in application-Section 8A (pg. 5 of application).

Q On the Introduction Page of the Grant Application – FY 2015-2016, what is the OAA Funding Source?

A For the Family Caregiver Resource Center – Santa Clara Valley, the Older Americans Act (OAA) Funding Source is Title III E (CFDA 93.052), Family Caregiver Programs.

For the Senior Help Line, the OAA Funding Source is Title III B (CFDA 93.044), Supportive Services, Senior Seniors and Title III B Ombudsman and Transportation.

Q What is the purpose of the Non-Match section on page 2 of the Budget Form Title III E Family Care Center?

A Non Matching Contributions mean local funding that does not qualify as matching contributions and/or is not being budgeted as matching contributions (federal funds, overmatch etc.). Federal funds may not be used as matching contributions.

**Ventura County Area Agency on Aging
Older Americans Act**

GRANT APPLICATION – FY 2015-2016

Q What is the difference between Expendable Equipment and Non-Expendable Equipment on page 2 of the Budget Form Title III E Family Care Center?

A Expendable Equipment would be items that are typically valued at less than \$500, such as a camera; whereas Non-Expendable Equipment would be VCAAA's blue-tag items, such as furniture, equipment vehicles, etc.

Q The applicant is required to provide a cash and/or in-kind match of 10% or 25%, depending upon the program: Is the dollar amount of the match based on the amount of grant funding, or on the dollar value of the total project? For example, with the Title III E project, Year 1 funding at \$30,000, which requires a 25% match (cash and/or in-kind), would the required match be \$7,500? Or, would it be more than that, if our total project budget is, for example, \$50,000 or more?

A Each service provider is required to provide Local Match in an amount not less than 10% or 25% of the total grant funding for each service, depending on the contract. Minimum matching requirements are calculated on net costs, which are total costs less program income, non-matching contributions and State funds.

- For example, the calculations below show that the 25% match of net costs is 33.33% of the grant amount.

Total Program Costs:	\$80
Less: Program Income:	\$10
Non-Match:	\$25
State:	\$5
	<u>\$40</u>
Net Costs:	\$40
Match 25%:	<u>\$10</u>
Grant Amount:	\$30

With total costs = \$80 less \$40 and the \$10 match, the grant amount would be \$30. The match would be 33.33% of the grant amount.