

## Downtown Rising Q&A

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1. Q: Is the 2-month advance one time or an ongoing two-month advance?  
A: The two-month advance payments will be ongoing if the provider submits their monthly finance reports on time. If submissions are inconsistent, we must move to reimbursable payments.
2. Q: Will the project cover move-in and utility costs if a member has to move multiple times while enrolled in the program?  
A: This will be handled on a case-by-case basis and will be determined by the client's particular circumstances.
3. Q: Will the project provide the funding if a member has owed back payments for utilities or rent?  
A: We will cover utility arrears if they are needed to connect services for the client. Rental arrears are not eligible but could be covered by the provider's match dollars.
4. Q: Is there an allowed amount for furniture?  
A: Yes, furniture can be included in the RRH budget.
5. Q: Are we able to charge some portion of senior management oversight to the project?  
A: This should be included in the admin fee.
6. Q: Are the outreach staff expected to convert to become RRH staff as clients move from outreach to RRH or are these two projects separate with agencies needed unique staff for each project?  
A: These are two separate projects. Agencies can apply for one or both programs but will need two distinct teams.
7. Q: What will the referral process look like for clients seeking RRH services? Will referrals continue to come through Coordinated Entry?  
A: Yes, referrals will go through CE.
8. Q: Will there be an opportunity for clients to bridge to vouchers that offer more sustainable housing pathways, similar to the current approach with the LIFT project?  
A: Yes, vouchers will be an option for some clients.
9. Q: Is the grant comprised solely of private funding?  
A: Yes.
10. Q: What are the reimbursement requirements? Specifically, will organizations be required to submit backup documentation on a monthly basis, similar to the process used for the LIFT project?  
A: Yes, supporting documentation will be required by the 15<sup>th</sup> of each month.
11. Q: We're going to be applying for both outreach and RRH. So, as we're doing the budget and working on the match, can you confirm that the match rate is per project? For example, if our Outreach budget is \$200K, the match for that portion is 10%. And if our RRH is \$850K, that match rate is 20%. And we calculate those separately, and not

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combining the overall total requested, right? (So in this example, the combined total would go over \$1m, and the match rate would then be 25%).

A: These will be two separate projects with separate match requirements. In your example, the Outreach project will require a match of 10-15%, and the RRH project match should be between 20-25% treated separately, not combined.

12. Q: Are they able to increase the indirect allowable percentage?

A: Up to 10% admin is allowed for this grant.

13. Q: I noticed that the budget template specifies fringe benefits may not exceed 25% of personnel costs. I wanted to ask if it would be allowable to exclude payroll taxes and workers' compensation from the fringe calculation, or if those must be included within the 25% cap.

A: Yes, they can be excluded.

14. Q: While thinking through the budget for emergency shelters, we are curious about whether we should budget to pay for reserved shelter beds, or if the intent is to utilize reserved beds that have already been committed for this partnership.

A: Emergency shelter is not an eligible expense under this grant.

15. Q: Could we include payroll taxes and workers compensation in the program costs or should they be categorized under indirect costs?

A: ? Payroll taxes are covered under fringe. Workers' compensation can be covered under admin.

16. Q: Is rental assistance required during the match calculation?

A: The match percentage is required for all grant funds - personnel, rental assistance, program costs, client assistance, and administrative costs all require a match contribution.

17. Q: Could you please confirm whether the RRH provider will still need to have a housing locator to acquire units, or if their role will be limited to providing case management services for the clients?

A: We have a Unit Acquisition provider that will find the units for the program. A housing locator position will not be required.

18. Q: If we request \$100,000, does that mean we need to cover an additional \$10,000–\$15,000 (for a total project budget of \$110,000–\$115,000)? Or do we need to match \$10,000–\$15,000 within the \$100,000 request, meaning the total project budget remains \$100,000?

A: Your budget will be \$100,000 in the template, and you will show a \$10,000-\$15,000 match through a verification letter.

19. Q: For the match verification letter, do you want us to detail the specific line items being used as match funds, or just confirm the total match amount?

A: Please detail what is included in your match.

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