PROGRESSIVE LIFE CENTER, INC
for children and families

Office of Gun Violence Prevention (OGVP)

Spring Mini-Grant Application

Frequently Asked Questions

1. Can a nonprofit 501c3 apply for both the mini-grant and larger organizational grant?
    a. No, we are asking for one applicant for either of the two categories. Applicants can apply for and receive the mini grants as many times as they are available IF they have submitted proof of their expenditures.
2. How many rounds of mini grants will there be in FY23?
    a. There will be 3 rounds of mini grants in FY23. The current one is for the fall/winter, there will be a spring round, and a summer round
3. What kind of information will grantees have to submit at the end of the grant cycle?
    a. ALL mini grant grantees MUST submit proof of expenditures at the end of the grant cycle. The proof of expenditures will include receipts, cancelled checks, etc. that confirm payments were made. Grantees that do not provide documentation matching the amount of their award will NOT be eligible to participate in future competitions
4. Do all awards have to be $5,000?
    a. No, applicants can request less than $5,000, however, $5,000 is the maximum award
5. Can an organization apply for two grants to serve two different neighborhoods?
    a. No, applicants should apply for one grant that includes all intended neighborhoods.
6. Can we submit supporting material in the form of a short video?
    a. All that is needed to apply is the application. Please do not send anything that is not asked for as it will not be reviewed or considered.
7. Are there any consultation hours available for applicants who wish to have a draft reviewed?
    a. No, PLC will not be providing consultation hours. Every applicant can have other entities review if needed.
8. Will grant writing fees be considered a valid expense?
    a. No, these grant funds should be used expressly for the completion of projects.
9. Is it possible to partner with more than 2 small organizations as a fiduciary?
    a. Organizations can have a fiduciary agent and there is not a restriction on the number of organizations that can be applied for.

10. Can mini-grant programming be virtual, or does it need to include in-person?
   a. The work can be done virtually, and the proposal would need to outline why this is done virtually instead of in person.
11. Can proposals include pictures of relevant events?
   a. No, please submit applications using the template provided ONLY.
12. What are allowable and non-allowable expenses for this project?
   a. The following costs are unallowable (including but not limited to):
      - 1. Line of Credit / Letter of Credit / Personal Loans / Loan Agreements with other parties.
      - 2. Goods or Services for personal use / Entertainment / Alcoholic beverages.
      - 3. Gifts, Donations, and Contributions.
      - 4. Legal Fees - costs incurred in defending or prosecuting claims are unallowable cost to the grant.
      - 5. Honoraria - unallowable when the primary intent is to confer distinction on, or to symbolize respect, esteem, or admiration for, the recipient of the honorarium.
      - 6. Building Acquisition - unallowable unless building acquisition or construction is specifically authorized by DYRS.
      - 7. Bad debt - (debts which have been determined to be uncollectable), including losses (whether actual or estimated) arising from uncollectable accounts and other claims, are unallowable. Related collection costs, and related legal costs, arising from such debts after they have been determined to be uncollectable are also unallowable.
      - 8. Fines/Penalties/Damages and other settlements - costs resulting from non-Federal entity violations of, alleged violations of, or failure to comply with, Federal, state, tribal, local or foreign laws and regulations are unallowable.
      - 9. Losses on other grants or contracts – any excess costs over income on any grant are not allowable as a cost of any other grant or contract.
      - 10. Lobbying Costs – the cost of certain influencing activities associated with obtaining grants, contracts, cooperative agreements, or loans is an unallowable cost.
      - 11. Interest on Borrowed Capital – costs incurred for interest on borrowed capital or the use of a governmental unit's own funds, however represented, are unallowable.
      - 12. Merit awards and bonuses.
13. Our facility best facilitates a blended face to face and virtual the wrap around services; would that be allowed?
   a. Yes, that would need to be outlined in the proposals.
14. We are considering applying as individual and then as a partner with a nonprofit. can we be on both application?
   a. Yes, if both grants are not being applied for the same project, plan, or time.

15. Is the approval/denial flat or will some projects be awarded proportional funding based on evaluation?
    a. No, for the mini-grant competition there will only 25 applicants awarded up to $5,000 each.
16. Can staff be paid to perform work on projects for this grant? Are honorariums allowable?
    a. Yes, staff can be paid. Grants will ask that the applicant to outline expenditures (to include staff pay). Honorariums are not allowed.
17. Can consultants/staff be paid through peer-to-peer money transfer service applications (Cash App, Venmo, etc.)
    a. No, for every payment that is made to an individual, there must be clear documentation for payment (check generated).
18. Is a person, who is living in Silver Spring, MD but works in DC, eligible to apply to the mini-grant? Also, can a nonprofit organization which is registered to Maryland apply to the grant?
    a. Applicants for the mini-grants and for the larger grants must be DC based. This means the individual or organization must physically reside and provide services in DC.
19. If you are applying as an individual, can you mention the organizations that you may work with in an individual capacity? If so, to what extent can the money be used to support your individual work with other organizations, even organizations that may be applying for the larger grant?
    a. In the mini-grant application, please enter the name(s) of any other individuals or organizations you will be working with to complete your project. Also, in the mini-grant application, please outline how the funds will be spent including any payments to individuals working on the completion of the project.
20. I am having trouble locating the PLC's online grants management portal. Can you please send the link?
    a. There is not a grant portal. Mini-grant applications must be submitted using the application provided on the web page.
21. Can PLC meet with past applicants to discuss their applications that were not funded?
    a. After a competition ends, PLC can provide notes and scores to applicants that were not selected. These requests must be made directly to PLC.