



Emergency Action for Resident Stability – Frequently Asked Questions
Section 4 Webinar, Held October 5, 2020

GENERAL

1. **When can applicants expect to hear back after applying for this grant (regardless of whether or not selected for funding)?** Applicants will be notified on a rolling basis beginning Mid-November. Once a more specific date is available, we will update the FAQ.
2. **Is match required?** Match is not requested under this grant program.
3. **Can you talk about the distinction between “impact of measurable increases to expenses resulting from the pandemic” and “impact of disrupted operations resulting from the pandemic” in the types of needs the proposals can address? How would you demonstrate one need vs. the other?** Applicants are in the best position to determine their organizational needs and the appropriate strategies to help adapt operations in the wake of Covid-19. Enterprise recommends that Applicants review the examples listed on Page 4 of the RFP under Business Continuity & Financial Stability to gain an understanding of possible impact measurements and/or demonstrated needs identified as a result of Covid-19.
4. **The RFP describes "the impact of measurable revenue gaps resulting from the pandemic" - is there a way to address gaps/expenses in the last six months, given the requirement that expenses can only be made in the project grant period?** Expenses must be incurred during the grant period of performance to be allowable for reimbursement through this grant opportunity.
5. **Can you give a little more detail on the Racial Equity portion?** Applicants will be asked to provide disaggregated information showing what percentage of their clients/residents identify as Black/African American, White/Caucasian, Asian/Pacific Islander, Native American/Native Alaskan, Hispanic/Latinx, Multiracial, or Other. Two (2) priority points will be given to:
 - Organizations led by an Executive Director or Chief Executive Officer who identifies as a Black, Indigenous, or Person of Color
 - Organizations serving majority Black, Indigenous, or People of Color (BIPOC) clients/residents, through your housing, programs or services
 - Organizations with a Board of Directors that reflects (at a minimum) the racial make-up of the organization’s resident/client population.

In addition, given Enterprise’s commitment to advancing racial equity within its own organization and grantmaking, we ask that EARPs Applicants do their best to ensure their proposed programs/activities/projects are designed, executed, and evaluated using racial equity principles in both processes and outcomes. We recognize that differently situated organizations may require different strategies to implement and achieve more equitable processes and outcomes.

6. **Will organizations have an opportunity to choose which funding opportunity to accept if they applied for both EARPs and the other national Section 4 funds?** If your organization receives two funding recommendations, it may accept/receive both and/or choose to select the award that they feel most closely aligns with their current funding needs. It is under no obligation to accept both awards.



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7. **If our org just applied to the Section 4 grant, may we also apply for the EARPS grant?** If an organization applied for Section 4 funding under a previous RFP, the organization may only apply to the EARPs RFP if it proposes activities within one of the listed Geographies of Interest (see page 4 of the RFP for more information).
8. **What are the major differences between EARPS and Enterprise's other Section 4 funding opportunities?** The recently released Section 4 Capacity Building RFPs (National & Rural and Native American) were focused more broadly on building the capacity of eligible community development corporations and community housing development organizations engaged in community development and affordable housing activities for the benefit of low income families (80% AMI or below). The EARPs RFP is still intended to build CDC and CHDO capacity, as is required under the Section 4 program, however, this RFP is geared towards deploying grant funding and technical assistance to help prevent organizations from closing their doors or downsizing their portfolios, stabilizing operations to mitigate the impact of the pandemic on staff and residents, and strengthening capacity so that they emerge from the downturn with greater mission impact.
9. **What is the difference between a CDC and a CHDO?** [Appendix A](#) of the RFP describes the 8 distinct characteristics that organizations must meet to be considered a Community Development Corporation (CDC). Information is also provided about obtaining Community Housing Development Organization (CHDO) status through the HOME program.
10. **I'm wondering how we can check/be sure that our org is a CDC or CHDO?** If you are unsure about your organization's eligibility, email RFP@enterprisecommunity.org and we will get back to you asking for organization documents to help you make this determination.
11. **Where do we find SlideRoom?** Access to SlideRoom, the application system being used for this funding opportunity, can be accessed via our [website](#).
12. **How do I apply?** All materials related to the EARPs RFP, including the required Risk Assessment Questionnaire (Exhibit C), are available on our [website](#).
13. **Will requests less than \$100K be considered?** Requests should align with the \$100,000 award amount listed in the RFP.
14. **Will you consider proposals for expenses that occurred since the pandemic began? Or only expenses going forward? If so, what is the date that expenses begin?** Grant periods of performance will begin on the date that the grant agreement has been fully executed by both parties and run for a general duration of 12 months. Enterprise staff will work closely with all organizations recommended for an award to determine an appropriate period of performance based on proposed activities, award size, and other factors, as applicable. Grant funds are disbursed on a cost reimbursement basis only. All funds supported by the grant must be incurred within the period of performance. Costs incurred outside of the set period of performance, or for unauthorized work, shall be borne by the Applicant.



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15. **What do you consider the difference between a consultant and contractor?** Enterprise follows the [definitions](#) provided by the IRS for independent contractors. The general rule is that an individual is an independent contractor if the payer has the right to control or direct only the result of the work and not what will be done and how it will be done. A consultant is an individual or organization retained by the Grantee to provide professional advice or services for a fee but usually not as an employee of the requiring organization. The term “consultant” also includes a firm that provides paid professional advice or services. Grantees must have written policies governing their use of consultants that are consistently applied regardless of the source of support. Such policies should include the conditions for paying consulting fees.

ELIGIBLE ACTIVITIES & ALLOWABLE COSTS

1. **Can we hire AmeriCorps students with these funds?** AmeriCorp students’ expenses can be funded under this grant program. Salary, consultant and contractor expenses are allowable.
2. **Are costs such as extra cleaning supplies, extra cleaning staff, masks, and PPE materials eligible?** Costs for cleaning supplies and extra cleaning is permitted, if it allows the organization to continue to stay in business. PPE is not an allowable expense. Cleaning supplies or enhanced cleaning for residents is not an allowable expense.
3. **Can funds be used to cover building or community space modifications required to ensure safe social distancing, such as plexiglass dividers or other equipment to divide up the space?** Refer to Appendix O of Enterprise’s [Grants Guide](#) to review the Federal Provisions that govern the award, including Environmental Regulations that should be taken into consideration for any proposed activity that may impact or alter the environment. Enterprise will not fund any requests for activities that impact or alter the environment without proper documentation from the Applicant’s local HUD office either confirming: 1) that the activities either do not require further environmental review or 2) have satisfactorily secured appropriate approvals.
4. **In the absence of volunteers, we have had to use contractors to complete housing rehab that was in process when covid hit. Are these costs eligible?** Yes, contractors or consultants are allowable costs under this grant program.
5. **So all staff salaries, except for fundraising staff, are eligible costs?** Staffing costs are eligible however, staff may not engage in any fundraising activity. If your fundraising staff have expanded roles beyond fundraising, they may be eligible for funding support under the grant. For the purposes of this grant program, [2 CFR § 200.442](#) defines fundraising as, “Costs of organized fund raising, including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions are unallowable.”
6. **If our org just applied to the Section 4 grant, may we also apply for the EARPS grant? Prior to knowing about this RFP we requested support for computer software - related to remote ops etc. so should we avoid making the same request?** If an organization applied for Section 4 funding under a previous RFP,



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the organization may only apply to the EARPs RFP if it proposes activities within one of the listed Geographies of Interest (see page 4 of the RFP for more information). If proposed activities will fall within one of the Geographies of Interest, a request should only be submitted for the same costs if there is a demonstrated need.

7. **Can we use funds to reimburse staff for costs incurred for remote work, i.e. help with internet payments, phone payments?** Technology expenses to help staff transition to working remotely are eligible under this grant program.
8. **Could a CHDO utilize a portion of the grant to create a relief fund for rental payments missed as a result of COVID?** Unfortunately, no. Creating a relief fund to provide rental assistance is not an allowable cost. All proposed activities must directly build the capacity of the applicant organization and cannot build the capacity of an individual/resident.
9. **Are we able to create a new position with these funds?** Yes, grant funds may be used to support existing staff or new hires.
10. **Can grant funds be used to hire consultants? Yes, consultants can be retained to help with a variety of capacity building activities. Please keep in mind that consultants *cannot* be retained for policy, fundraising, or advocacy/lobbying work. They also must be selected through full and open competition and must have the ability to perform proposed activity(ies); and their labor rates must be fair, reasonable and consistent with rates charged on other contracts. More information on working with consultants is available on page 24 of the [Enterprise Grants Guide](#).**
11. **Can funding can be used for pre-development costs such as architecture, engineering and environmentals?** Yes, predevelopment costs are allowable expenses under this grant program.
12. **We are implementing a major database and financial mgt software upgrade. The project will support much better financial reporting to strengthen the CDC and help with financial risk assessment during COVID-19 and beyond. This project indirectly benefits LMI individuals. Is this an appropriate project for EARPS?** Computer software, hardware and other technological upgrades are allowable expenses under this grant program.
13. **Can funds be used to acquire housing that will be used for individuals below 80% AMI?** Purchasing real property is an allowable expense. *Real property* means land, including land improvements, structures and appurtenances thereto, but excludes moveable machinery and equipment. Purchase of real property is subject to [2 CFR §200.311](#) and the [Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970](#), as amended. See the Section 4 Federal Provisions for more detail on the Uniform Act. All real property purchased with federal funds will be required to be reported appropriately at the end of the grant period in [Exhibit E \(Close Out\)](#) in accordance with the Property Standards in 2 CFR 200 Subpart D.
14. **Can funds be applied for multiple purposes - i.e computer equipment and supporting a workforce development initiative?** Yes, funds can be requested for a variety of allowable costs and eligible activities.
15. **Would we be able to cover salary cost + program supplies if its related to community development activities?** Yes, salaries and supplies are considered allowable expenses under this grant program.



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GEOGRAPHIES OF INTEREST

1. **If an organization is based out of a location not listed in the eligible geographies, but serves Miami Dade County, can we put forth an application for that area's services?** Yes, if proposed activities occur within one of the listed Geographies of Interest.
2. **If you have two locations - one in an urban area and one in a rural area - can you apply for the rural location even though the urban location may be excluded in the geographic area that can apply.** Proposed activities to be performed must be conducted in one of the listed Geographies of Interest.
3. **Are eligible organizations in California available for this funding?** No, organizations in California are not eligible for this funding opportunity. For a complete list of Geographies of Interest, see page 4 of the RFP.
4. **The RFP lists New York State as an eligible geography. Could you please confirm whether NYC is eligible?** Yes, eligible organizations within NYC are eligible to apply.
5. **What is the definition for Chicago?** Chicago includes the Cook County suburbs.

REQUIRED TEMPLATES & ATTACHMENTS

1. **What are the accounting/auditing/budgeting requirements for applicants? Does the applying org need to have a minimum annual budget size?** There is not a minimum annual budget size required for this grant program. However, Applicants are asked to upload a copy of their most recent Audit. If an Audit is not available we will also accept a financial review performed by a Certified Professional Accountant or the most recent 990 form.
2. **Where can I find the Risk Assessment Questionnaire (Exhibit C)?** The Questionnaire can be downloaded through our website [here](#).
3. **We have been seeing a lag in receiving a certificate of good standing from our state. We have already requested one, but if does not arrive in time, is there an alternative we can submit in its place?** Yes, if your Certificate does not arrive by the deadline, you may upload a copy of the initial request to secure the Certificate and/or you may upload a note explaining the situation/delay.
4. **Could you elaborate on when the single audit is required?** Any non-federal entity that expends more than \$750,000 in federal award funds during its fiscal year is required to obtain a Single Audit (or Program-specific Audit, if applicable.)