

DuPage Community Transformation Partnership



Frequently Asked Questions

Is a for-profit entity eligible to apply?

No, only organizations with a 501(c)(3) not-for-profit designation are eligible.

How many grants do you expect to distribute for each grant opportunity?

We do not yet know the response we will get for each grant opportunity so we will be flexible in an effort to best meet the needs. However, we anticipate providing more funding for Transformational grants.

Is previous experience with government or County grants useful, especially for the reporting?

Previous experience with government grants is not required. However, having received multiple governmental grants is one indicator that an organization likely has the capability to provide the required reporting.

Are grants limited to organizations serving low/moderate income people?

The goal of the American Rescue Plan Act is to promote equitable outcomes for historically underserved or adversely affected groups and the intention of this grant program is to respond to the broader health impacts of COVID-19, to reduce economic harm to households and to provide services to those disproportionately impacted by the pandemic. In some cases, those disproportionately impacted are not necessarily people who have low/moderate incomes.

Can grants support programs that benefit undocumented individuals?

Yes, there are no restrictions regarding support that benefits undocumented individuals.

Are the target beneficiaries only residents of DuPage County or could it include others served through a DuPage office?

The intention of these grants is to serve the residents of DuPage County and, while we understand that some clients served at DuPage locations are from outside the county, we will prioritize funding to organizations in which a greater proportion of residents is served.

Can an organization apply for services delivered in a location outside DuPage even if they are serving DuPage residents?

If the organization as a whole primarily services DuPage County residents (more than 50%), that organization would be eligible to apply.

Will grants initiated by collaborations between multiple organizations be considered?

Yes, as long as there is one organization that has taken on all responsibility for meeting and reporting the grant deliverables.

While there is no maximum, do you have a limit related to program costs?

The appropriate amount to apply for is related to the size of your organization, scope of the need, outcomes you will be measuring, the long-term impact you intend to have and the number of residents that will be affected. There is not a hard and fast line with regard to a maximum amount but we expect that applicants will be realistic about their capacity to manage the size of the grant for which they apply. For example, the requested amount should not expand your annual operating budget by 50%.

Can administrative and overhead costs be included in grant budgets? Would salary expenses be considered, including new positions?

Yes, they can be part of the grant budget. However, the applicant will need to make the case as to how the expenses will contribute to the impact of the proposed program. Ultimately, the organization will need to report on the measurable impact of the program as it relates to one or more of the stated issue areas.

Our organization does not fit into the categories allowed. Is there any chance future additional funding would be made available to other categories?

No, we do not anticipate that future funding will be made available to other categories through this grant program.

Can organizations submit multiple requests for either grant opportunity?

Yes, within reason. We won't be able to fund every request and will be looking for programs that have the greatest chance of success. If multiple requests are submitted, it's likely that the evaluation team will prioritize one or two requests from that organization.

Will the program cover costs incurred before or shortly after the announcement of a grant, prior to the actual receipt of funds?

The intention is that grants will cover costs incurred during the actual grant period which begins when funds are distributed and concludes 12 months later.

If awarded, will the grant be paid upfront or be through a reimbursement as other federal grants are?

If awarded a grant, the organization will be asked to sign a grant agreement. Upon receipt of the signed grant agreement, grant funds will be distributed. Grant recipients will be required to provide details about the use of the funds in a final report.

Can organizations submit a request for both an Immediate Intervention grant and a Transformational grant?

Yes, receiving a grant from either the Immediate Intervention or the Transformational process does not preclude an organization from applying for the other.

Would an organization receiving an Immediate Intervention grant be at a disadvantage if they have already received a Transformational grant?

No, they are separate processes and the evaluation team will select the programs that are best deemed to have measurable outcomes for each grant opportunity.

People from Arab nations are usually misclassified as ‘White’ on governmental forms, can you assure me that the MENA (Middle Eastern-North African) category is present on your applications?

Yes, we will include Middle Eastern-North African as a category in our application.

Are there key indicators that would suggest which grant process organizations should choose?

Immediate Intervention grants are intended to provide funds to organizations to help them directly meet the immediate or emergency needs (e.g. food, emergency assistance, etc.) of their clients. Transformational grants are intended to support evidence-based programs that are focused on long-term solutions such as helping to scale or expand a current program, to launch a new program designed to have long-term, sustainable impact or to provide infrastructure assistance to improve the delivery of services.

For organizations looking to expand into a new area, but aren’t experienced in that realm, could this be an appropriate goal for a Transformational grant?

One of the evaluation criteria is the breadth of experience organizations have had in providing programming in the issue related to their request so related experience will be highly prioritized. However, if an organization is delving into a new area for which they have little experience, the evaluation team will look at their program experience as a whole to determine the level of confidence there is regarding the organization’s ability to have measurable impact in the issue area for which they apply.

For the Immediate Intervention grants, will organizations need to reapply for grants each year for additional funding or is the award renewed each year?

Organizations will need to reapply each year for Immediate Intervention grants.

Are capital requests eligible through the Transformational grant program?

It is not the intention of these funds to be used to support brick and mortar projects but may support some capital expenses.

Would you please define capital? Does that also include furniture and equipment and is this an eligible expense?

Capital is considered the organization’s unencumbered assets (e.g. cash, investments, inventories, receivables, equipment, real estate). Capital purchase expenses such as furniture or equipment are subject to the length of the grant period. For example, a capital asset with a five-year amortization schedule would only be eligible to receive funds that would be depreciated over the one or two years of the grant period. Also, they would only be eligible if the project is related to the impact of COVID and the measurable outcomes are related to one or more of the stated issue areas.

What type of reporting statistics will be required?

For the Immediate Intervention grants, organizations will be required to report on the demographic population and the numbers served. Additional reporting metrics for the Transformational grant have not yet been determined.

Can an organization that doesn’t have an audit qualify to apply if they submit a 990 or other financial documents?

No, an audit is required from all grantees. These grants originated from the federal government which requires additional layers of reporting and an audit provides an independent examination of financial information.

What are the required financials?

Immediate Intervention Grants

- Current Fiscal Year Operating Budget
- 990 Form - Two most recent
- Audited Financial Statements – Two most recent
- Financial Indicators Form (not required for LOI submission but will be required if organization is invited to submit an application)

Transformational Grants

- Current Fiscal Year Operating Budget
- 990 Form - Two most recent
- Audited Financial Statements – Two most recent
- Financial Indicators Form
- Project/Program Budget

Would a 501(c)(3) within a college or university be eligible to apply for either?

Yes, a 501(c)(3) organization within a larger agency would be eligible. However, the 501(c)(3) organization would need to be large enough to have its own audited financial statements.

Would a program that addresses the underlying causes of poverty (overall) be eligible to apply?

Yes, but only if the project is related to the impact of COVID and will demonstrate measurable outcomes in one or more of the stated issue areas.

Would organizations that provide education or training to adults that improve their ability to secure housing or employment be considered for the Transformational grant even if not directly providing housing/food services?

Yes, but only if the project is related to the impact of COVID and will demonstrate measurable outcomes in one or more of the stated issue areas.

Will the cost of achieving equity and providing language access be considered as an element of funding?

Yes, if language access is part of a project in which the measurable outcomes are related to one or more of the stated issue areas. Direct support for language access in general would not be eligible.