

## RFP Question & Answers

Question: Can we use the funding to purchase furniture for unhoused individuals moving into new residences?

Answer: No, the grant is for programming costs.

Question: Must the grant project run for the full year?

Answer: The programs funded with the CDBG grant should be running for a full year. The funding is available from July 1, 2025 and ends June 30, 2026.

Question: What is the match requirement or suggested match amount?

Answer: There is no match requirement.

Question: Is there a maximum amount that an organization can apply for?

Answer: There is no maximum amount that an organization can apply for, however we receive a number of applications and public service activities are capped at 15%.

Question: Can you give some guidance as to what type of records would be required to support the note on page 3 of the RFP: "Grantees will be required to maintain individual files on each program participant that contains self-certification of the participants household income".

Answer: The organization should maintain participant files on each participant. The files should have race/ethnicity and household income documentation. HUD updates the income guidelines annually. You may have your own form that you use for intake including certifying participants income or one can be provided to you if your program is funded. The organization will also have to submit reporting quarterly/monthly to the Office of Community Development on the programs accomplishments and activities.

Question: Would an outdoor basketball court at our school be something that would get funded?

Answer: The grant available is for programming costs. A basketball court would not be an eligible expense under the requirements of this RFP.

Question: Has the Trump Executive Order regarding the distribution of Federal grant money impacted the CDBG RFP in any way?

Answer: “As of today HUD has not issued any formal guidance to inform us of changes to entitlement grants and we are proceeding in accordance with the timelines and regulation currently in place. However, all HUD entitlement grants are subject to annual Congressional appropriation”.

Question: On page 9 of the RFP, what is the difference between “Organization Name” and “Program Name”?

Answer: Organization Name would refer to the name of your nonprofit and the program name is the name of the program you are currently running.

An example would be the nonprofit agency XYZ is running a program called Wrestling Youth Development Program

Question: On page 12 of the RFP, would it be appropriate to use “Other” category to include ADHD and Autism for the youth we serve?

Answer: Yes, you would use “Other”

Question: On page 14 of the RFP, if we do not have an Audited Financial Statement, will be disqualified ?

Answer: No, you will not be disqualified. All proposals will be reviewed by the committee and evaluated on a scale of 1-100 points in the following categories: Organizational Experience & Performance; Program Need & Importance and Financial Feasibility. If you do not have an audit, you can submit the tax report you file.

\*\*\* Please note, the public service link is

<https://www.cognitofrms.com/CityOfSpringfield1/CDBGPublicServiceRFP20252026>

You can find the link by going to the City of Springfield’s website and going to the Community Development page.