



Farmworker Resource Center Grant Notice of Funding Availability Questions and Responses

The Department of Community Services and Development (CSD) provides the following formal responses to questions submitted by prospective Farmworker Resource Center (FRC) Grant Notice of Funding Availability (NOFA) applicants by the November 29, 2022 submission deadline or submitted during the FRC NOFA Bidder's Conference held on December 5, 2022.

Question 1: Why is Yolo County, and other counties not included in Regions 1 & 2 not eligible for funding under this grant?

CSD Response: Due to the limited funding available through the Farmworker Resource Center Grant, target regions were identified based on either the absolute or proportional number of farmworkers in each county. The counties in each region were identified based on either the total number of farmworkers in each county or the percentage of a county's population that farmworkers represent. Please see the footnote in Part A, Section 8 of the Notice of Funding Availability, for additional information.

Question 2: For those Counties awarded funding, will there be subsequent opportunities for renewal funding (assuming all obligations are met, and Farmworker Resource Centers are operating and successful), or is this meant as start-up funding only? Should operating budgets assume subsequent years of operations must be privately or separately funded?

CSD Response: State Budget funding for AB 941 is currently limited to the one-time appropriation for this program.

Question 3: Can nonprofits apply for this funding?

CSD Response: No, only county entities can apply for this funding.

Question 4: Are grantees required to conduct an RFP process for contracts with trusted, local providers, or are we able to contract with existing partners (given the short timeframe in which to commence services)?

CSD Response: Applicants may utilize existing partnerships as a part of the applicant's team. Any new providers added to this group are subject to a competitive bid process.

Question 5: On the CSD 514 form, can the number to be served be duplicate individuals?

CSD Response: Individuals tracked under the FRC grant should be unduplicated. Individual participants shall be counted once, however the grantee must also track each service the participant receives.

Question 6: Will a new round of funding open in 2023?

CSD Response: State Budget funding for AB 941 is currently limited to the one-time appropriation for this program.

Question 7: Regarding the match requirement, is there a way to do an in-kind match or have the 25 percent match waived?

CSD Response: The 25 percent match is statutorily required, cannot be waived, and must be cash and not in-kind.

Question 8: Regarding the CSD 536 form, under the Trusted Community Partners and Leveraging Resources section, applicants are to list their community partners in the table. Will this table be counted as part of the 20-page limit for the narrative?

CSD Response: Yes, this page will be counted as part of the 20-page limit.

Question 9: For the population assessment, since there is basically two months between being funded and having to complete the population assessment, may grantees use data that has been collected from other populations assessment?

CSD Response: Yes, grantees may use data from other reliable needs assessments that have been conducted.

Question 10: Is this grant only available for County entities?

CSD Response: Yes.

Question 11: Would non-county entities be able to create a partnership with a county entity and apply for the funding as a collaborative?

CSD Response: Yes.

Question 12: Since the due date is approaching will there be an opportunity to apply in 2023?

CSD Response: State Budget funding for AB 941 is currently limited to the one-time appropriation for this program.

Question 13: On the budget form, there are lines regarding subcontractors. Do you only need an amount, or do you need a budget and narrative from the subcontractor?

CSD Response: An awarded amount for each subcontractor is required. CSD requires a description of the services each subcontractor will provide on the budget narrative form. Also, applicants must describe the role of the subcontractors in the list of community partners.

Question 14: Will there be consideration for a deadline extension?

CSD Response: Given programmatic and statutory timeframes, CSD is unable to consider a deadline extension.

Question 15: Do all funds need to be fully expended by June 2024 or can they be fully encumbered by then?

CSD Response: All grantee funds must be fully expended by the end of the contract term, which is May 15, 2024.

Question 16: Are there county partners in Kern County who would be interested in partnering with a non-county entity on this project?

CSD Response: You are encouraged to reach out to Kern County directly regarding this question.

Question 17: The NOFA mentions that this funding is for new or expanding programs. If a county had been partnering with community partners in response to the COVID-19 pandemic and if the Farmworker Resource Center would include a COVID recovery, would that be considered a new or an expanding program?

CSD Response: The NOFA defines new or expanded services and activities to serve the needs of Farmworkers and their families. Applicants would have to make a determination as to where the activities fit along that spectrum.

Question 18: Each county can apply? Each county can be awarded funding?

CSD Response: CSD will be awarding three grants only. Not all counties are eligible. CSD, in conjunction with the Farmworker Resource Center Workgroup, identified counties that meet farmworker population criteria and organized them into two Target Regions. CSD will award grants to the highest scoring applicant from Target Region 1, the highest scoring applicant from Target Region 2, and the third awardee – from either Target Region 1 or 2 – who is the next highest scoring applicant.

Question 19: Will a regional approach be considered? Would multiple counties be able to work together as a region since farmworkers do not stay in one county. Would multiple counties be able to apply together?

CSD Response: It is the intent of CSD to award grants to individual counties. However, CSD may consider a regional approach in the submission of the Farmworkers Resource Center Grant application subject to the following guidelines:

1. All participating counties are identified in the same Target Region and are contiguous. Counties identified in the Target Regions are listed on pages 11-12 of the NOFA.
2. One county can perform the role of the lead county. The lead county will submit a NOFA application and commit to the 25 percent match. The lead county will be evaluated by CSD.
3. The additional counties have or will have an MOU, subcontractor agreement, or other operating agreement with the lead county.
4. The lead county can take the responsibility for evaluating the performance of the additional counties.

Question 20: Are there any limitations on what source(s) of funds i.e., federal, state, or private can be used as matching funds?

CSD Response: State statute establishing this grant program requires a county to provide 25 percent of the Farmworker Resource Center's program funding but does not specify the originating source of those funds.

Question 21: Will this recording be released?

CSD Response: No, the recording will not be released to the public. CSD recorded the conference for internal purposes to accurately capture the questions for an appropriate response.

Question 22: Can we get a copy of the PowerPoint presentation?

CSD Response: The PowerPoint presentation will be posted in the Bidders' Library with all NOFA ancillary documents.

Question 23: On the Application Cover Sheet, the "authorizing county officer" is the person who is authorizing the county to apply for this grant. Is this correct? So it could be the county CEO or the Board Chair? On the bottom of the form, the name, title, and signature of the authorizing individual is requested. Would that be the agency that is applying, the director, or the authorizing county officer?

CSD Response: Yes, the authorizing county officer (who could be the county CEO or the Board of Supervisor's Chairperson) needs to sign the Application Cover Sheet. This is the person who has the authority to authorize the county to apply for this funding and commit the 25 percent match. The authorizing county officer signs this document to confirm that the match is in place and the county is ready to proceed.

Question 24: In terms of a regional application, can CSD also release information regarding the requirements of a regional approach of a multiple county application? For instance, who would sign off on the Application Cover Sheet if there was a partnership with Merced, Fresno, Kings, and Tulare? Will you need the signature for the authorizing county officer for each county?

CSD Response: See CSD's response to Question 19.

Question 25: If our county has a board resolution that allows the Health Department to apply and commits the matching funds, then would the Director of Health be the authorized individual?

CSD Response: The authorized individual(s) whose signature shall appear on the NOFA application is/are the person(s) authorized by the county to encumber the 25 percent matching funds and submit the grant application.

Question 26: The Board Resolution involves all five members of the board. As far as the letter goes, will CSD need just the board supervisor to sign, or will you need all board members to sign?

CSD Response: CSD would expect that the letterhead would list all board members' names and that the letter would be signed by the authorizing county official. The letter should include statements acknowledging the signatory's position with the county, and that they are authorized to represent the county for purposes of the application and committing the county matching funds for the county's proposed Farmworker Resource Center grant application.

Question 27: This is not so much a question as a comment. If this matter is not on the board agenda already, then you will not get these signatures before the deadline. It takes a lot for most counties to get anything on the board agenda. So just if you were not already aware, it is going to be a tight squeeze.

CSD Response: Thank you for your comment.

Question 29: Just to clarify, if we have a letter from our county CEO authorizing us to apply, we do not need a board resolution as well. Is this correct?

CSD Response: As stated on the NOFA document list found on page 18, CSD has requested a board letter, board resolution, or equivalent authorizing the county to apply AND a board letter, board resolution, or letter on county letterhead indicating the county's commitment to providing the 25 percent match. In the instance described in this question, a board resolution is not required in addition to the letter to indicate authorization to apply, but the board letter (or a separate board resolution or letter on county letterhead) also needs to state the county's commitment to providing a 25 percent match.

Question 30: Can the letter authorizing the county to apply and commit to the 25 percent match be the same letter, or does CSD require two letters?

CSD Response: Authorization to apply and commitment to the 25 percent match can be contained in one letter (or board resolution).

Question 31: When considering the sustainability for these centers, will there be any additional funding streams available to apply for at the end of the grant period?

CSD Response: State Budget funding for AB 941 is currently limited to the one-time appropriation for this program

Question 32: We are supposed to send an email to request a link to a Dropbox in order to submit an application. Is that the same as the Bidder's Library?

CSD Response: When you reach out to request access to the Bidders' Library, you will receive an email from CSD that contains a link to the Bidders' Library and a link to your county's individual Dropbox folder which is what you will use to submit your application.

Question 33: What are you looking for in the population assessment? Is there a designated minimum farmworker population to assess? Are you looking for us to do surveys?

CSD Response: Information about the parameters of the population assessment can be found on page 14 of the NOFA. Grantees must complete a population assessment sufficient to determine the ideal model for Farmworker Resource Center service delivery (e.g., hours and days of operation, etc.), and the language(s) and service needs of the community the center would serve. Ensuring that the center is aptly prepared to engage local farmworkers and their families and provide services in a culturally and linguistically sensitive manner is key.