

NEP Round 9 Question and Answer October 4, 2023

1. Q: How is project planning required (Request for Proposals, Bid Tabulation, Award and Execution)?

A: This is a part of the application process and what you will be scored on. Projects cannot be pre-selected beforehand. MSHDA cannot pay for anything that happens before the grant execution date. The NEP team is targeting an earlier beginning grant term date of March 1, 2024, grant term end dates will be December 31, 2024. We allow for 30 days after grant term end date to finish up any final billing or reporting.

2. Q: Must a local unit of government place an RFP for projects prior to submission of grant award, or just agree that the terms of the Agreement can be completed within the 2024 season (at time of application).

A: Our requirement is that you must submit at a minimum of two estimates on projects to determine cost reasonableness. Then can be via email, documented phone call, estimate on letter head from a license contractor. Agencies must explain in the application what your timeline will be in the grant, it's up to the entity on how that is handled. As mentioned above we cannot pay for services before the grant term, and projects must be completed by December 21, 2024.

3. Q: What happens if we cannot obtain more than one bid?

A: The NHID division has a small pool of contractors that we can use for a second bid if necessary. If the contractor wins the bid, they will be paid out of the NEP grant with the grantee, if they do not MSHDA will pay them for their estimates based on a preapproved fee set forth in the contract.

4. Q: Does the estimate have to be site specific?

A: Yes

5. Q: Can an organization/applicant claim, "Administrative Leveraged" and not request Component D equal to the 10%?

A: Yes, an agency does not have to apply for the 10% admin.

6. Q: Can an organization be listed as volunteered lead/consultant and list the Consultant services as "Assistance Leveraged" assuming this work to be in-kind match?

A: Leveraged Resources (if applicable) – All needed resources need to be committed prior to project start. This is dollars not volunteered time.

7. Q: Can an organization (e.g., a Church) which has parishioners that are skilled labor, list their labor, as "Assistance Leveraged."

A: Leverage is considered dollars not volunteered time. All work performed or overseen must be done by a licensed and insured contractor. If the parishioner is licensed and insured that would be allowable. If awarded the grant you would spell out your processes in your program guidelines that would need to be established and approved prior to work being performed.

8. Q: Can a local unit of government use its staff to perform some work (i.e. remove old park equipment for the placement of a new amenity)?

A: Yes, this would be considered volunteered services.

9. Q: For Narrative Part 5 – Is a City-wide Demographic sufficient where the City may have segments of the total listed as a project area, or does the project area have to be individually listed as its own segmented demographics?

A: Yes, MSHDA is looking for demographic data to support the need for services in your area.

10. Q: Is this Grant for Accessible and Non-Accessible improvements?

A: Yes, they can with MSHDA approval before hand, limited and will be determined on a case by case bases.

11. Q: Is this only for Accessible improvements?

A: No

12. Q: Is this a combination of opportunities whereby some accessible improvements are allowed?

A: Yes, this grant can be a combination of improvements that could be accessible and/or non-accessible related repairs.

13: Q: Can a non-profit that has a general operating budget under \$30K list a local unit of government as a co-applicant to meet the two conditions:

- a. Full-time Staff
- b. Operating budget over \$30K / \$500K

A: A non-profit can apply if the combined budget with NEP assistance reaches the \$30K requirement for the budget. A non-profit can list another agency as a volunteered lead/consultant on the project, but they cannot include the income of the other

entity. Staff members can be volunteers, and combined part time positions can equal a full-time employee.

14. Q: If an agency applies and is awarded a grant for the maximum amount in components A, B, and C, can funds be moved from one component to another if the agency receives applications for more exterior enhancements than interior.

A: yes, an agency is allowed to move funds from component C interior, or Component B public amenity to Component A Exterior, but they cannot move Component A funds into other component categories that in turn increases the maximum allowable percentages for each component. Component B cannot exceed 50% of grant funds, and Component C cannot exceed 25%. Please keep in my that the NEP grants are competitive, and grants are awarded based on original applications. If funds need to be moved from one component to another, they must be pre-approved by MSHDA.

15. Q: Can volunteered time be used as leverage?

A: Volunteer services can be used as leverage by if the applicant can produce a dollar amount and submit a letter from the agency who is providing the volunteer services committing up to a certain dollar amount for services and you could attach pay role etc., as your back up for how you came to that figure.

16. Q: Can NEP & MI Hope be combined for one address?

A: The amounts cannot exceed \$25K. If they are applying in the same round the funds cannot be mixed.

17. Q: – Recaptured funds, will it impact the grantees score for future grant rounds?

A: Yes, it will.

18. Q: Who is allowed to request access to the IGX system and submit the application?

A: The **Agency Authorized Official** is the person who is authorized to submit (sign) applications on behalf of your agency. For a local unit of government, the Authorized Official is the highest elected official or who has legal signing rights. For a non-profit, the Authorized Official is the Board President or Executive Director.

19. Q: For component A ...*assisting with single-family rental homes*. Can the property be a duplex, or does it have to be a single-family (detached house)?

A: Yes, a duplex can be assisted but must be zoned residential, and both units must apply and be eligible IF the repair is covering both units, example a roof.