

CSBG Offeror's Conference

2024/2025 CSBG Request for Proposals

Offeror's Conference Recording: <https://us02web.zoom.us/rec/share/Ij-QfhYfSUBITE74KD2roTNPxuvZITQI9e3c24I1ifVmrnTp0RjJ1ez7VVHi1w3a.Jxc9jde9mfhEsUga>

Q: Do I have to complete a prequalification or an intent to reapply to be considered for the CSBG funding?

A: Yes, all proposers, returning or new, must complete the prequalification process by August 23, 2023, 4:30pm.

Q: Will the Offeror's Conference zoom recording be made available to proposers?

A: Yes, the recording of the Offeror's Conference will be posted online at seta.net

Q: Can newly formed organizations submit a proposal without having a fiscal audit from a Certified Public Accountant (CPA)?

A: All proposing agencies must complete Form 7 or 8 or provide a recent, approved, fiscal audit from a CPA. Please contact Corey Lagbao (Corey.Lagbao@seta.net) for additional information regarding your agency's fiscal audit requirement.

Q: If we propose to serve the marginalized community of Black/African American youth aged 5-24 through FSS-Special Projects, what will be the measure of fulfilling this contract?

A: Projections can be made for youth ages 5-24 in any of the categories listed on Form 3, aside from Older Adult Based Programs.

Q: If we propose to serve the marginalized community of Black/African American youth aged 5-24 through FSS-Special Projects, does the program have to include the entire age range of 5-24?

A: No. Proposers submitting a proposal under the FSS- Special Projects category, who plan to target Black/African American youth ages 5-24 for special consideration under this funding, are able to target youth anywhere between the ages of 5-24 and do not have to serve the entire age range. Please adopt the age range which fits into the design of your proposed program, as long as it is between the ages of 5-24.

Q: As far as "suitability" - it sounded like Safety Net programs need to accept everyone purely based on income guidelines - is there any other assessments needed for Safety Net programs?

A: No. Whoever comes through the door is who you serve, so long as they meet the income and residency eligibility guidelines. Target groups/areas can be emphasized as a priority for services, but everyone meeting CSBG eligibility guidelines is expected to be served.

Q: Under Safety-Net funding, what does the referral process look like when connecting individuals to long-term services if they are not experiencing homelessness?

A: This process varies depending on the proposed program design but may look like connecting clients to agencies to help target their needs. This may be employment or education services to address the root causes which caused the need for emergency support.

Q: If our Agency is currently receiving CSBG funding under the Youth and Senior Services category, what category would be equivalent for this RFP now that the category is no longer available?

A: If new or returning proposers wish to propose a program targeting youth or seniors, they can do so under the Family Self-Sufficiency or Family Self-Sufficiency-Special Projects funding category.

Q: For Family Self-Sufficiency and FSS-Special Projects, proposers are required to fill out Form 3 for program projects. Do Safety-Net proposers have a similar form that needs to be submitted?

A: During the proposal process, Safety-Net proposers are not required to complete Form 3, which is the Projections form for case-managed programs. Form 2, Part D, offers Safety-Net proposers the opportunity to show service projections. If selected for funding, Safety-Net proposers will complete a more detailed form for service projections as part of their contracts.

Q: Response 5 requires an agency to describe how it implements DEI practices into their programs. What are some examples of including DEI into program systems?

A: Some examples may include, but are not limited to, providing documentation and services in a client's native language, or for Safety-Net services, culturally-specific food items.

Q: In past CSBG Request for Proposals, there used to be required budget allocations for direct participant costs. In this current RFP, there are no requirements listed. Can you provide guidance for how budgets should be considered for these proposals?

A: For the purposes of this 2024-2025 RFP, there are no minimum budget requirements for proposers and proposers are able to propose budgets based on their needs. SETA has historically required Family Self-Sufficiency proposers to allocate at least 15% of the proposed budget to direct participant costs and 70% for Safety-Net proposers.

Q: Is the program term for this funding based on the calendar year?

A: Yes, the program year is the calendar year starting January 1, 2024 until December 31, 2024, with the potential to extend to a second program year, January 1, 2025 until December 31, 2025

Q: Our division headquarters automatically charges our local unit 10% of all revenue we bring in, to cover the support services they provide to us. There is no other accounting of how their time is split, including administrative functions. Can this fee be included in the proposed budget?

A: It depends. Unless an agency has elected to utilize the 10% de minimis rate or they have an approved indirect cost rate by their cognizant agency, the fee associated with indirect costs cannot be charged in the manner described. All indirect costs (Admin or Program) charged to any of the SETA grants/programs must be documented and backed up by an allocation method that demonstrates the benefit to that program. Please see <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>, sections 200.412 – 200.414, as well as <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20IV%20to%20Part%20200> for additional information.

Q: On page 2 of the budget form (Form 2), what do you enter into the blank fields?

A: You will enter the abbreviations listed on the form. If you have an abbreviation not listed on the form, please add it to the list.