

Q1: Per the scoring rubric Level 2 background checks are required and are a threshold condition. If our agency is not required by law to pull Level 2 background checks, can we still apply?

A1: Yes, you may still apply. If an agency does not conduct Level 2 background screens, threshold review will verify whether current practices still meet the minimum requirements for screening outlined in Florida Statutes.

Q2: On the financial statements, it was noted that we should provide the year-to-date (YTD) financial statements. Does this requirement refer to audited financial statements or unaudited financial statements?

A2: The requirement refers to unaudited financial statements.

Q3: What does YTD refer to in the context of the agency's financial statements?

A3: YTD refers to the agency's fiscal year. Financial statements should be provided from the beginning of the current fiscal year through the most recent month available.

Q4: Which audit documents are agencies required to submit, and how will updated audits be requested?

A4: The most recent final audit should be provided. Agencies will be contacted to provide an updated audit during threshold review if a new one should be available. If your agency has not completed a full audit, then you must provide financial statements that have been "reviewed or compiled" by a licensed CPA.

Q5: Can one agency receive multiple max awards?

A5: Yes. Agencies may receive awards through each of the funding sources, provided the application proposals are for distinct programs/projects. However, no agency will receive more than two (2) awards under a single funding source.

Q6: When a participant requests that part of a program's support staff salary (such as a finance director) be included, should this expense be categorized as a direct cost or an indirect cost on the budget sheet?

A6: In this case it would be listed as an indirect cost. As a reference, any cost that can be attributed 100% to the program is direct, while anything that is proportional is indirect.

Q7: Is the Maximum Funding \$75,000 for all applications?

A7: The \$75,000 maximum only applies to CDBG; ESG and HOPWA do not have a max cap on the funding requests.

Q8: Regarding "original signatures" for the application, is this required to be a "wet" signature, or can it be a photocopy of an original signature?

A8: Original wet signatures are required to be submitted on the application, authorization resolution document, and signature resolution document.

Q9: What are the allowable funding sources applicants can use as match? Can we use federal funds as a match?

A9: In general, match sources may be federal (other than the same source), state, local or private funds. ESG has specific conditions that must be followed, which include that the matching funds have not been and will not be used to match any other Federal program's funds nor any other ESG grant.

For guidance on ESG specifically, here is a link: <https://www.hudexchange.info/faqs/1086/what-sources-of-funds-can-be-used-as-cash-match-for-esg/>