



Together We Serve Grant Program Frequently Asked Questions

1. **Are all non-profits eligible for this program?** This grant program is only available for valid 501c3 non-profits who provide human services to Washington County residents. More details on eligibility can be found in the Together We Serve Grant Program Guidelines available at <https://www.washco-md.net/grant-management/>.
2. **Can my organization submit more than one application?** Each non-profit may only receive one grant award to ensure all local service providers may have an opportunity to receive funding to support their needs.
3. **How long will applications be accepted?** Applications will be accepted until available funding is exhausted up until November 1, 2020.
4. **How much funding is available through this program?** \$1,186,060 of the County's non-public health Coronavirus Relief funding has been allocated to this program.
5. **Are there special reporting requirements associated with this funding?** A grant report will be required for each grantee. The report will consist of a narrative of the project and fiscal accounting of the funds. The report is due 30 days after completion of project or by November 15, 2020, whichever date is first. The report must be accompanied by documentation of expenditures such as receipts, checks, invoices.
6. **Can I use these funds to pay for wages/benefits of existing staff?** These funds cannot be used for the normal payroll expenses of an organization. Grant funds can be only be used for overtime expenses of employees working more hours due to increased demand on services, or temporary employees hired to address increased need for services related to the pandemic.
7. **The Covid-19 pandemic has disrupted revenue flow of our agency, can we receive funds to assist us with our operating expenses such as rent, mortgage payments, and utilities?**
No, this program is only for increased services or assistance with modifications to deliver services safely, however you may be eligible for assistance through the County's Rise up Business Stabilization Program. Information can be found at <https://www.washco-md.net/together/>.
8. **How long does my organization have to spend the grant funds?** All funds must be expended by November 1, 2020. Any unspent funds must be returned no later than November 15.



9. **Can I receive funding for indirect or general administrative costs?** No, all costs must be for direct services.
10. **How will I receive my funding?** Applications will be reviewed in the order they are received. Upon approval, an award letter will be emailed out to the contact listed on the application. In addition, a Terms and Conditions Agreement will be included. Organizations who have never received funds from the County will need to complete a W-9 form to be set up as a vendor in the financial system. The grantee will have 14 days to sign and return the agreement. Once the signed agreement is received, the funds will be disbursed in a lump sum.
11. **My application was denied because the request was not eligible, can I submit another application for a different project?** Yes, however only one application can be submitted at a time.
12. **I am a non-profit but don't provide the types of services listed on the grant guidelines, can I still receive funding?** This funding is limited to only the human service providers listed in the grant guidelines. This restriction is based upon eligible uses of funding provided through the CARES Act.