

# **VWV Competitive Grants Process FAQs**

## **Budget Call**

**November 20, 2018**

**Do we have to pay the state provider one fee for the state and FBI check? Is it possible to separate the state and FBI fees? What about members that are continuing and do not need to the background check again?** *Revisited from FAQs October 15<sup>th</sup>- Nov. 5<sup>th</sup>*

- Currently, WV is using the Idemia platform (The CNCS approved repository is the West Virginia State Police who has a contract with Idemia). Idemia combines the State and FBI checks, so the cost is combined. Volunteer West Virginia is not aware of a way to separate the cost through Idemia.
- Information given in the NOFO/ Application Instructions state programs are to budget funds for every covered position. This would include continuing members.

**To clarify, the new background check is \$87.00 for every covered position. Does this include positions that do not need a background check?**

- Yes, that is correct. Programs should budget \$87 for every covered position. This is a requirement from CNCS. We understand that many programs will not need to spend all of the funding budgeted for this purpose.
- You will need to show this in your budget but can submit a budget modification after awarded. When creating your budget think about where you can move the money in the future and leave that budget line open. All modifications must abide by CNCS guidelines.
- If a position is listed in the budget, it will need a background check. If the position is not listed in the budget, a background check will not be required.

**Are we allotted a certain amount for project supply, or do we need to supply an itemized list? Can it be allocated per project?**

- You must give an itemized list if the amount is over \$1,000.
- Make sure that your gear states specifically 'logoed gear' to eliminate the need for clarification from CNCS

**What is the correct NOFO selection on eGrants?**

- It will show FY 2019 AmeriCorps State and Territory Commission (New and Continuations)

**If we are applying for the alternative match, we submit the budget as if you don't have the funds. Afterwards if you are awarded the alternative match you adjust the budget?**

- Correct

**Have you seen any movements to restrict in-kind?**

- No, we have not. It does have to be allowable and have proper documentation which includes receipts and affidavit. If you want to look at audit trends you can review the Office of Inspector General (OIG) reports via <https://www.cncsoig.gov/news/semi-annual-reports> . The reports are specific for CNCS audits.

**Do you see any issue for budget modifications in certain sections?**

- Budget modifications are allowed between Sections 1 and 2 as long as they do not exceed 10% of the total grant budget (CNCS +Grantee Share)
- Budget modification requests that exceed 10% of the total budget must be approved in advance by Volunteer West Virginia and then CNCS and require changes in eGrants. These types of amendments are rare and take more time. Grantees should carefully consider whether this type of amendment is really necessary and prudent.

**Additional Notes:**

- Use the budget checklist to review your budget. The checklist only applies to cost reimbursement not fixed amount grants.
- Fieldprint and TrueScreen usage is heavily encouraged by CNCS and that is why it is requested that those services are reflected in the budget. At this point Volunteer West Virginia is not asking programs to use those services. We are currently reviewing it And will let grantees know prior to the enrollment of 2019-20 AmeriCorps members.