

Inspiring a Community of Shared Responsibility Grants

Questions and Responses

1. Does the Domestic Violence Shelter with whom we also partner count as a third member of the consortium?
A. Since all members of a consortium would receive a portion of the funds awarded they must be considered eligible applicants per the grant application.
2. How much of a match do we need? Is there a specific percentage?
A. There is no minimum or percentage.
3. Is there a suggestion for the number of personnel or percentage of the funds a personnel member may take up?
A. No there is not a suggestion for number or percentage. The committee reviewing applications that include requests for personnel funds will consider each proposal to better understand why the personnel funds are included in the application and the output associated with the requested personnel funds.
4. What specifically is being looked for in proof of commitment from all parties responsible for the implementation of this project? Are you looking for a signature from each department?
A. If the proposal is from one campus, but multiple departments on that campus a letter committing to the work in the proposal signed by all parties will be sufficient. If the proposal is from a consortium then each campus should provide a letter or some other form of signed documentation indicating a commitment to the proposal.
5. Under Item 5a. in the Budget Narrative it states "...within the Excel workbook," does this mean that ODHE will be supplying the workbook expected to be used?
A. ODHE will not be supplying a workbook for campuses to use, but each report should include a break-down of the amount awarded per the agreement, the cost, and remaining funds (if any). The narrative for each expense should be included in the accompanying written report.
6. In general, how much detail should the budget be outlined in? Food? How should printing of posters and banners be listed, under supplies or should it just be listed as other?
A. The budget should be detailed enough to support your proposal, but invoices are not needed.

Food is considered an eligible expense as is the printing of posters and banners. Depending on how they poster and/or banner is being used within your proposal it could be classified as supplies or as other.
7. Are we able to use the funds to hire and utilize a third party to assist in the creation of developing the marketing campaign?
A. Yes.

8. What is a GANNT chart, as referenced in Section C.3.c?
 - A. A GANNT chart is a commonly used project management tool used to plan and chart activities and/or tasks. It is typically done in a bar chart format.

9. What is meant by “key communication touch points”, as referenced in Section C.3.d?
 - A. Key communication touchpoints should demonstrate specific times in the project plan where it is necessary and/or optimal to engage with other key stakeholders for the overall success of the proposal.

10. What is meant by “comparative industry standards, “ as referenced in Section C.5.c?
 - A. Comparative industry standards is another way of saying fair market value.