

## **Town of Manchester ARPA Sustainability Grants - FAQ**

Updated October 24, 2023

### ***My organization is not a 501-c-3, would we qualify for a grant?***

The applicant must be recognized as a 501-c-3 organization. For details, please visit the [Manchester ARPA Sustainability Grant Program website](#) and see #1 under *Eligibility Requirements*.

Please note that partnerships and/or fiscal sponsorships are allowed, but only one organization can submit the application. That organization must meet all eligibility requirements and is fully responsible for grant management and compliance.

### ***Our nonprofit is based in another town, but serves Manchester community members including residents and local service providers. Are we allowed to apply?***

The goal of the ARPA funding is to be spent within and for the community that awards it. Applicants from outside of Manchester, as well as partnerships with entities outside of Manchester, CT are permitted to apply. However any awarded funds must be used to support or serve beneficiaries and/or communities within the Town of Manchester.

### ***Could an organization apply for funding under both the Resiliency/Equity (\$50,000) AND Sustainability (\$5,000) grant programs, or only one of the two?***

An applicant may submit proposals under *both* the Resiliency/Equity (\$50,000) *and* Sustainability (\$5,000) grant programs, as long as the proposed projects are separate, and not supplemental to another submitted proposal. For details, please visit the [Manchester ARPA Sustainability Grant Program website](#) and see #1 under *Eligibility Requirements*.

### ***Are agencies allowed to apply for multiple grants under one category?***

An applicant may submit more than one proposal and/or participate in multiple proposals under a single funding category, as long as the proposed projects are separate, and not supplemental to another submitted proposal. For details, please visit the [Manchester ARPA Sustainability Grant Program website](#) and see #1 under *Eligibility Requirements*.

***Can you recommend which grant [Resiliency/Equity (\$50,000) or Sustainability (\$5,000)] our project would be most appropriate for?***

Unfortunately, we are not in a position to recommend which grant is the best fit for your program. We encourage you to carefully review the Funding/Grant Opportunities section as well as the Evaluation Criteria section of the [Manchester ARPA Sustainability Grant Program website](#) to determine which best reflects your goals. A PDF preview of the application ([available online](#)) may also be helpful in your deliberations. Please note the budget restrictions for each grant: one is limited to projects of \$5,000 or less, so your project budget may impact your decision.

***Is there a way I could preview the entire application, so I'll know the questions ahead?***

A copy of the complete application for both programs is [available online](#). Some applicants have asked whether there is a way to temporarily skip questions when completing the online application. The online form requires that each question be answered before moving on to the next section. You are, however, able to insert a temporary answer so that you can move to the next section. Just be certain to save your work as you go, and ensure that all of your answers are updated and correct before submitting your final application.

***How would this grant impact my current contract with the Town?***

This grant funding is a one-time source and does not limit organizations from applying for or receiving other funding from the Town of Manchester in the current year or the future. All specific questions regarding the potential of expanding existing programs or partnerships with the Town of Manchester should be directed to the Town department or representative responsible for those programs. Funds from this grant can, in theory, be used to expand existing programs.

***Our organization receives funds from the Town through the Community Development Block Grant (CDBG)—will we be required to provide demographic or other documentation from the residents we assist? For the CDBG projects, for example, we provide income verification for those that are helped—would something like that be required for this grant?***

There is more flexibility with the ARAP funds than CDBG funding. Ultimately it is the responsibility of the Town to ensure that the funds from this grant are reaching people in need, but for this opportunity we are only requiring verification/proof that the funds

allocated are used for the same purpose outlined in the application(s). For the quarterly reports, there will be a standardized report template created by the Town and sent to all recipients.

***What is the lens on Sustainability that this grant is focused on? What are you getting at with “climate change mitigation” in the context of the Town of Manchester?***

The Sustainability Commission’s intent was to keep the guidelines relating to Sustainability fairly general, but can include something as simple as the purchase of a generator to maintain operations during a storm. Sustainability can also mean more than resiliency in the face of a changing environment, and it will be up to the applicant to make a persuasive argument that their proposed program relates to sustainability on some level.

There is a guiding definition of “sustainability” available on the Commission’s main website (<https://www.manchesterct.gov/Your-Community/Sustainable-Manchester-Revamp>), which may provide a clearer idea of the way in which the Commission views sustainability.

***I work for an organization that is under the “umbrella” of a larger nonprofit. I have heard that other individuals within the larger/overarching organization are also planning to apply for this opportunity. Can we still apply? Are we eligible?***

Yes, multiple applications can be submitted from the same nonprofit entity, as long as they are separate and distinct projects, and that the nonprofit (501-c) designation still applies.

***My organization has 501-c-6 status, not 501-c-3. Are we still eligible?***

Yes; the original resolution from the Manchester Board of Directors refers to “non-profits” only, and does not make a distinction between 501-c statuses. There is nothing in the Board resolution or ARPA eligibility guidelines to prevent granting funds to a 501-c-6.

***Will the Town be requiring a more detailed budget breakdown in addition to what is required in the online applicaton?***

No additional budget information or detail is required other than the following submission requirements as outlined in the grant application: 1) the total project cost, 2) the amount requested, and 3) a Program/Project Budget along with a Budget Narrative that provides additional context, explanation, and justification for each of the major budget categories (if the total program/project amount is greater than the amount requested, please describe how you plan to fund the entire program/project).