**STATE OF MAINE REQUEST FOR PROPOSALS**

**RFA AMENDMENT #1 AND**

**RFA SUBMITTED QUESTIONS & ANSWERS SUMMARY #2**

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| **RFA NUMBER AND TITLE:** | 202111178 - Community Resilience Partnership Community Action Grant |
| **RFA ISSUED BY:** | Governor’s Office  Office of Policy Innovation & the Future |
| **SUBMITTED QUESTIONS DUE DATE:** | January 18, 2022, no later than 11:59 p.m. |
| **QUESTION & ANSWER SUMMARY ISSUED:** | January 24, 2021 |
| **PROPOSAL DUE DATE:** | March 22, 2022, no later than 11:59 p.m. |
| **PROPOSALS DUE TO:** | [proposals@maine.gov](mailto:proposals@maine.gov) |
| **Unless specifically addressed below, all other provisions and clauses of the RFA remain unchanged.** | |
| **DESCRIPTION OF CHANGES IN RFA (if any):**  Details and Instructions, Section C.2 (page 5): strike “of 2 (two) to five (5) communities” | |
| **REVISED LANGUAGE IN RFA (if any):**  **Page 5:** Eligibility to Submit Applications There are two eligible groups of applicants for the Community Action Grant:   1. All Maine municipalities and federally recognized Tribal Governments who are enrolled in the [Community Resilience Partnership](https://www.maine.gov/future/climate/community-resilience-partnership/). Applicants may apply to the Community Partnership simultaneously with submitting their grant application. 2. Enrolled municipalities and federally recognized Tribal Governments may apply in groups.    1. Service Providers may apply on behalf of community groups only for actions listed in the List of Community Actions available [here](https://www.maine.gov/future/climate/community-resilience-partnership/join); letters of support must be provided from each community in the proposed group. | |

**Provided below are submitted written questions received and the Department’s answers**

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| **1** | **RFA Section & Page Number** | **Question** |
| Details and Instructions, Part C (p5) | How do you determine who is the grant applicant where there are multiple towns involved in a grant application? |
| **Answer** | |
| In a multi-community application, the communities are encouraged to designate a lead applicant. Factors to consider might include which community will receive the grant funds and manage the contracting and grant reporting on behalf of the partner communities. The communities may wish to have a memorandum of understanding (MOU) that spells out the responsibilities of each community. If an MOU is established, GOPIF may request a copy of the document during the contracting phase. | |

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| **2** | **RFA Section & Page Number** | **Question** |
| Details and Instructions, Part C (p5) | Where there is a shared facility, such as a regional solid waste facility benefiting multiple towns, who would be the grant applicant in this collaborative effort? The town where the facility is located? |
| **Answer** | |
| In a multi-community application, the communities are encouraged to designate a lead applicant. Factors to consider might include which community will receive the grant funds and manage the contracting and grant reporting on behalf of the partner communities. The communities may wish to have a memorandum of understanding (MOU) that spells out the responsibilities of each community. If an MOU is established, GOPIF may request a copy of the document during the contracting phase. | |

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| **3** | **RFA Section & Page Number** | **Question** |
| Details and Instructions, Part C (p5) | Please clarify where there is a project that would impact multiple communities, such as a regional solid waste facility, all towns involved need to register with the partnership? |
| **Answer** | |
| Regardless of the nature of the proposed project, all communities participating in the application must be enrolled in the Partnership at the time the grant application is submitted or have submitted enrollment materials simultaneously with the grant application. | |

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| **4** | **RFA Section & Page Number** | **Question** |
| Details and Instructions, D (p5) | A recent seminar I attended suggested that the Community Action Grant awards would be made fairly quickly (~April) after the deadline (March 22). I just wanted to confirm that this was your understanding of the award timeline too? |
| **Answer** | |
| The Community Action Grants deadline is March 22nd. We anticipate making award decisions in April. | |

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| **5** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements, A (p6) | We are considering an application to use grant proceeds to augment Efficiency Maine incentives. We imagine using funds to reduce or eliminate out-of-pocket costs for LMI homeowners to install heat pumps, water heating heat pumps, and weatherize their homes as part of our Electrify Everything campaigns. Do the grant rules allow for re-granting funds in this manner? |
| **Answer** | |
| Re-granting is not permitted. However, proposals that indicate specific structures to be improved are allowable and should include: 1) letters of support from the owners, and 2) a description of how the improvement provides robust public benefit(s). | |

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| **6** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements, A (p6) | Can community action grant funds be applied to actions that directly benefit the private sector? For example, seeding a cost-share grant program for private property adaptation and mitigation implementation. |
| **Answer** | |
| Re-granting is not permitted. The RFA does not prohibit a proposal to improve a structure that is not owned by the town or tribe. Proposals should indicate specific structures to be improved and include: 1) letters of support from the owners, and 2) a description of how the improvement provides robust public benefit(s). | |

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| **7** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements, A (p6) | Can the funds be used to upgrade property not owned by the town if it helps meet the town needs related to “Maine Won’t Wait”? For example, installing an efficient heat pump system in the town library (a 501.c.3 nonprofit) or a church-owned building (established as a non-profit community activities building) which would serve as a shelter for extreme heat events. |
| **Answer** | |
| The RFA does not prohibit a proposal to improve a structure that is not owned by the town or tribe. Proposals should indicate specific structures to be improved and include: 1) letters of support from the owners, and 2) a description of how the improvement provides robust public benefit(s). | |

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| **8** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements, A-2 (p6) | Regarding the local match requirement, can that be matched with ARPA funds? |
| **Answer** | |
| Yes, communities are encouraged to use American Rescue Plan Act (ARPA) funds as local match for the Community Action Grant. | |

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| **9** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements, A-2 (p6) | Can the local match be matched by in kind staff time? |
| **Answer** | |
| Yes, local staff time on the proposed project may be used as in-kind match. | |

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| **10** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements, B-1 (p7) | Regarding of the Regional Coordinator Grant and the Community Action Grant -- can a project that includes more than five communities only be submitted through the assistance of a Regional Coordinator?  Or can an organization that has received a grant as a Service Provider assist these towns in the process, by which they would not get additional funding for the extra communities over five in such a project? |
| **Answer** | |
| Communities or groups of communities may submit Community Action Grant proposals in multiple ways: 1) with the assistance of a Service Provider under a Service Provider Grant, 2) with the assistance of a Regional Coordinator, 3) with the assistance of another organization without grant support from the Partnership, or 4) self-sufficiently without outside assistance.  A Service Provider that engages additional communities beyond the 2-5 participating under a Service Provider Grant cannot request additional funding for engaging the additional communities as part of the grant performance period. | |

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| **11** | **RFA Section & Page Number** | **Question** |
| Activities and Requirements, D-4 (p8) | I was told that no grant funding would be allocated ‘retroactively’, so the applicant would have to wait until they are administered the funds to spend them? |
| **Answer** | |
| Eligible expenses are those incurred during the grant period of performance. Expenses incurred prior to or after the period of performance are not eligible. | |

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| **12** | **RFA Section & Page Number** | **Question** |
| n/a | Are a community’s grant proposals in each of the four rounds independent of each other? In other words, would a community that made a proposal in Round 1 be disadvantaged in any way if it were to make a different proposal, perhaps in coordination with other towns, in a subsequent round? |
| **Answer** | |
| Note: This question was submitted for the Service Provider RFA but appears to inquire about the Community Action Grant RFA. It will be answered in the Q&A summary documents for both RFAs.  A municipal or tribal government may participate in one Community Action Grant application per grant round (i.e. the March round and the September round). It is possible that a community’s applications in past grant rounds and performance on past Partnership grants may positively or negatively influence award decisions.  Similarly, a service provider organization may participate in one Service Provider Grant application per grant round (i.e. the February round and the August round). It is possible that an organization’s applications in past grant rounds and performance on past Partnership grants may positively or negatively influence award decisions. | |

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| **13** | **RFA Section & Page Number** | **Question** |
| n/a | When a community is enrolling in the Partnership, can the resolution be approved by the select board, or does it need be approved through the town meeting process? |
| **Answer** | |
| Approval of the municipal resolution by either process is acceptable. | |

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| **14** | **RFA Section & Page Number** | **Question** |
| n/a | We hope that our role as a consultant engineering firm would allow for us to work one-on-one with municipalities directly to help them enroll in the Partnership and then submit a Community Action Grant application. I’d like to clarify that we would not be defined as a ‘service provider’ in this case and therefore not required to work with 2-5 communities? (For most situations, it would work best for our firm to have the goals of one municipality represented in unique grant applications, rather than registering multiple communities at once like the service provider role.) |
| **Answer** | |
| In the context of the Partnership, a Service Provider would be an organization that is operating under a Service Provider Grant to assist 2-5 communities specifically with the enrollment requirements. If, as in your example, you are not participating in a Service Provider Grant when you are helping a community enroll in the Partnership and submit an Action Grant application, then you would not be considered a Service Provider under the Partnership and not subject to the requirement of working with multiple communities at one time. | |

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| **15** | **RFA Section & Page Number** | **Question** |
| n/a | In addition to the grant opportunities, do you have any other ‘selling points’ that we could discuss with our clients to encourage them to join the partnership? For example, is there some sort of outreach from the Maine Climate Council that helps connect communities with seminars and/or alerts them for other funding opportunities? Other resources that they would get access to related to climate resilience? |
| **Answer** | |
| The Community Resilience Partnership is funded through the state’s General Fund, making the Community Action Grants eligible to be used as match (or local cost share) for federal grants. Communities are encouraged to use Action Grant funds to leverage larger federal funding for larger projects.  The Partnership intends to offer peer-learning, networking, and training opportunities as well as recognition of outstanding projects. | |