



## COVID-19 PANDEMIC RESPONSE NONPROFIT GRANT PROGRAM

### QUESTIONS AND ANSWERS

November 2, 2020

#### **Program summary**

Governor Tony Evers has designated \$10 million from the federal Coronavirus Aid, Relief and Economic Security (CARES) Act to certain Nonprofit Organizations who have provided services to those negatively affected by COVID-19. Funding for this assistance is provided to Wisconsin by the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act. The program is administered by the Department of Administration (DOA). Additional details are available on the [program website](#).

**Prior to contacting DOA please consult the Grant Announcement, Grant Application and this Question and Answer document available on the [Program Website](#).**

**U.S. Department of the Treasury CARES Act guidance can be found [here](#).**

#### **1. FOR ALL QUESTIONS RELATED TO ALLOWABLE EXPENSES**

DOA will execute grant agreements with successful applicants. Please review U.S. Department of The Treasury [CARES Act guidance](#) for detail on grant expenditures. DOA's execution of grant agreements, however, is not dispositive as to whether any particular cost meets the criteria set forth in the CARES Act. Grantees retain responsibility for demonstrating eligibility of expenses and are required to hold DOA harmless for any audit disallowance related to the eligibility of costs, including repayment of ineligible amounts.

#### **2. FOR ALL QUESTIONS RELATED TO APPLICANT ELIGIBILITY**

DOA will not respond to inquiries regarding an applicant's specific eligibility. Each applicant is required to determine its eligibility based on program requirements provided in the Grant Announcement. However, DOA will accept and answer questions seeking clarification of eligibility requirements. DOA will determine applicant eligibility only as a routine matter during the application review process after the application deadline has passed. Applicants should carefully review Section 4. Eligibility Requirements of the Grant Announcement prior to applying.

#### **3. What is the best way to learn more about the program?**

Please review the Grant Announcement on the [program webpage](#) and [subscribe to our mailing list](#) for notifications on program updates.

**4. Where can I find the application for the program?**

The application is available at <https://doa.wi.gov/Pages/COVIDNonprofitGrant.aspx> under the “Application Materials” dropdown.

**5. I received a Paycheck Protection Loan that was forgiven, am I eligible for this program?**

No.

**6. I received a Paycheck Protection Loan that was not forgiven, am I eligible for this program?**

Possibly.

**7. I received a grant from another CARES Act program (other than the Paycheck Protection Loan Program), am I eligible for this program?**

No.

**8. Where do I send my completed grant application?**

Please submit the application using the [Survey Tool](#) and send [Attachment A](#) and [Attachment B](#) to [doacovidnonprofitgrant@wisconsin.gov](mailto:doacovidnonprofitgrant@wisconsin.gov)

**9. What is a DFI Entity ID?**

Please see <https://www.wdfi.org/corporations/>.

**10. How do I know if my organization is registered with the Wisconsin Department of Financial Institutions and/or is in good standing?**

Organizations may review registration status by visiting the WDFI webpage here: <https://www.wdfi.org/apps/CorpSearch/Advanced.aspx>.

**11. Will you let applicants know their materials have been received?**

DOA will supply email confirmation of application receipt upon request. Confirmation of application receipt is not a determination of application completeness nor applicant eligibility.

**12. Can I resubmit an application if I made any error?**

Yes. If an error in the application submission is found prior to the Monday November 9, 2020 at 2:00 p.m. CST, the application may be resubmitted prior to that deadline. If your responses to the on-line survey tool are still available when you visit the survey link under the “Application Materials” dropdown in your browser when you discover an error in your submission, you may update the on-line survey tool and resubmit. If your responses are no longer available in the on-line survey tool in your browser, you will need to submit a new survey prior to the Monday November 9, 2020 at 2:00 p.m. CST.

**13. What will happen if another grant comes thru that would cover the same things, and we already received this grant?**

Please see Section 7.1 of the Grant Announcement, Funds Reimbursement and Recordkeeping. No expenses may be reimbursed from another CARES Act funding source. Organizations are required to repay grant funds to the state in the event grant funds are supplanted by other funding sources or are not utilized in accordance with the Grant Announcement and resulting Grant Agreements. Additionally, applicants should notify the State as soon as it receives notice that all or a portion of its request will be funded by another source.

**14. For all grant proceeds that are paid, will the state of Wisconsin be issuing 1099s to the recipients?**

Yes.

**15. How do I digitally sign the required attachments?**

Electronic and/or typed signatures are acceptable.