Michigan Community Center Grant Handbook

Proposals must be submitted by 5 p.m. August 31, 2023, via EGrAMS
Michigan Department of Labor and Economic Opportunity (LEO)
Michigan Community Service Commission (MCSC)

The Michigan Community Service Commission (MCSC) and the Michigan Department of Labor and Economic Opportunity (LEO) prepared this Grant Application Booklet to assist you in preparing your Michigan Community Center Grants application. A sample application with all questions as listed in the online application is available on our website: Michigan.gov/CommunityCenterGrants.

All applicants must complete their application in the EGrAMS Grants Management's online application system. Paper applications and supporting materials will not be accepted and will be considered ineligible. The EGrAMS Online Application System is available at https://egrams-mi.com/LEO. You will begin the application by creating a user profile affiliated with LEO. Once your profile is complete, find the Community Center Grant Application.

It is strongly recommended that you review all information in conjunction with the online application in EGrAMS before you begin to prepare your application. Please use this handbook and the sample application form to assist you in your application for the Community Center Grant program.

Application Process
1. Register or update your organization in the System for Award Management (SAM).
2. Report or obtain a Unique Entity Identifier Number and Employer Identification Number.
3. Register in Sigma, Establish an EGrAMS account, and initiate application.
4. Write a high-quality proposal that is responsive to the RFP.
5. Submit application in EGrAMS by 5 p.m. August 31, 2023.

Community Center Grant Timeline

Date	Activity
June 29, 2023	RFP Posted
July 12, 2023	Community Center Grant webinar 1
July 13, 2023	EGrAMS webinar
July 13, 2023	Community Center Grant webinar 2
July 17, 2023	Community Center Grant webinar 3
August 31, 2023	Deadline for Submission
October 23, 2023	Awardees Notified
October 30, 2023	Project Agreements issued to successful applicants
December 31, 2024	All awarded grant funds must be committed to third-party contracts
October 31, 2026	All grant funded projects must be complete

Download the slide deck that was used in the Community Center Grant webinar presentation

Michigan Community Center Grant
Application Handbook Table of Contents

I. Technical Assistance

It is highly recommended that you review one of the Community Center Grant webinars and the EGrAMS webinar being provided to assist in preparing your grant application. The three Community Center Grant webinars covered the same material. They were recorded and can be accessed below:

July 12 - Community Center Grant webinar 1
July 13- EGrAMS webinar
July 13 -Community Center Grant webinar 2
July- 17 Community Center Grant webinar 3

Additional technical support and individual assistance can be received by contacting Community Center Grants Management Team at leo-miccentergrants@michigan.gov

If you have EGrAMS issues – send an email to the email above and it will be forwarded to the team supporting the platform.

II. Grant Purpose and Intent

The Michigan Department of Labor and Economic Opportunity is accepting applications from organizations to support Community Center programming and/or building/renovation projects with the intent of lifting people out of poverty and above the ALICE (Asset Limited Income Constrained, Employed) threshold, especially as it pertains to the effects the COVID-19 pandemic had on this population.

The MI Community Center Grant program supports Governor Whitmer's economic vision outlined in the "MI New Economy" agenda (https://www.michigan.gov/mineweconomy) that set a goal of lifting 100,000 families out of working poverty during the next five years. It also supports the recommendations of the Michigan poverty task force goals and recommendations whose goal is to address the disparities that affect Michiganders abilities to afford necessities such as housing, child care, food, health care and transportation. The purpose of the project is to strengthen Michigan communities with enhanced services that provide for education, workforce training, health services, meeting space, and other community needs.

From the funds appropriated for Community and Neighborhood Initiatives provided by the American Rescue Plan Act (ARPA), the Michigan Department of Labor and Economic Opportunity (LEO) is allocating $60 million for this grant program for projects at community centers as described in this application.

This funding is supported through the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program, which has the goal to build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

Grants will be provided to Community Centers supporting communities that have been negatively impacted due to the pandemic. SLFRF is available to address the "long-standing disparities in health and economic outcomes in underserved communities, that amplified and exacerbated the impacts of the pandemic, also present continued barriers to full and equitable recovery."

LEO seeks to partner with organizations that share the state's commitment and have demonstrated expertise in engaging and supporting disproportionally impacted communities. LEO anticipates awarding multiple grants to be executed in the fall of 2023. Grant awards will range between $150,000 to $2,500,000.

III. Community Center Grant Overview

A Community Center, for the purpose of this project, is defined *as a building or other place in which people may gather to receive support services and to participate in social, educational, recreational, and cultural activities.* Centers are typically free and open to the community in which they are located or serve.

Community Center grants will provide financial assistance to strengthen Michigan communities by enhancing services that provide education support, workforce training, health services, recreation activities, older adult programming, meeting space, and other community needs. Preference will be given to communities that are below the average median income, according to the most recent federal decennial census and to Centers serving the ALICE population. It also supports the recommendations of the Michigan poverty task force goals and recommendations whose goal is to address the disparities that affect Michiganders abilities to afford necessities such as housing, child care, food, health care and transportation

Median household income refers to the income level earned by a given household where half of the households in the geographic area of interest earn more and half earn less. To determine Median household income, you may use the information provided by the Michigan Center for Data and Analytics median household income at the city/township level. Median Household Income in Michigan Townships and Cities Sourced from the 2017-21 and American Community Survey and the Median Household Income spreadsheet.

Eligible costs for community center projects include acquisition of property, planning and design costs, construction and materials costs, infrastructure to equip facilities as needed, programming, and development. The ultimate success of the program will be assessed by the number of people receiving services through the newly funded space and/or programming at community centers.

IV. Program Goals and Desired Outcomes

Organizations that can provide programming and resources to support the communities they serve, while prioritizing equitable outcomes, are encouraged to apply. Applicants should be aware of the program goals when developing a proposal:

- Strengthen Michigan communities with enhanced services that provide for education, workforce training, health services, meeting space, and other community needs.

- Support Michigan Community Centers to fulfill their role as regional resource hubs.

- Provide funding for program activities and to help purchase, build, or renovate Community Center facilities and purchase land.

- Raise the awareness of the vital role Community Centers play in engaging as strategic partners and collaborators in meeting challenging issues facing communities.

- Assist youth, families, and older adults to access education, training, recreation, health, cultural, environmental sustainability, and workforce development opportunities.

- Track quantitative and qualitative outcomes as part of strategic program evaluation to assist with sustainability of services beyond ARPA.

V. Applicant and Project Eligibility Requirements

Consider the following eligibility requirements and additional information when deciding whether to apply for a Community Center Grant.

A. Eligible Applicants – *Entities that provide Community Center activities*
- Municipalities
- Local government agencies
- Consortium of local governments
- Regional/Statewide organization
- Nonprofits
- Faith-based organizations (providing nonreligious services to public)
- Schools
- College or University
- Other: (provide text)
- Nonprofit Status - if your organization is a 501(c)3 Nonprofit, operating in Michigan, it must be certified by the Internal Revenue Service. Recipients are required to provide an IRS letter of determination of nonprofit status by uploading it in the application.

B. Noneligible Applicants
- For-profit entities
- Hospitals
- Trade associations
- Credit unions
- Insurance trusts
- Fraternal orders

C. Applicants Must Meet One or More of the Following Criteria
- Serve an eligible community according to guidance from the United States Department of the Treasury for the use of state and local fiscal recovery funds under the American rescue plan act of 2021, Public Law 117-2 to promote economic recovery.
- Be owned or operated by a nonprofit or faith-based organization impacted or disproportionately impacted by the COVID-19 pandemic. Grants awarded to nonprofit or faith-based organizations must have a demonstrated partnership with the community in which the center is or will be located.

D. Applicants Must Provide One or More of Following Services

- Before or after-school education activities.
- Access to career or workforce training services.
- Indoor or outdoor spaces publicly accessible for recreational or athletic activities.
- Dedicated programming for seniors.
- Meeting space for neighborhood or community organizations.
- Other wraparound services that may include, but are not limited to, health services, behavioral services, and licensed childcare.

E. Provide Additional ARPA, Public, and Private Funding Sources
- It is encouraged to blend other funding sources to ensure the success of your program.
- You must check any regulations to determine if it is allowed for you to blend federal funding.
- It is allowed for you to receive other ARPA funding for your organization, but it cannot be in support of the same programmatic effort you are proposing with this grant.
- On your application you will include other funding sources that support this project. This will include but is not limited to if you have applied for the MI Nonprofit Relief Grant, the MI Nonprofit Impact Grants, the Blight Elimination. MI SPARK Grant (MI Department of Natural Resources). Include funding sources supporting this effort.

F. Applicants Must Have the Capacity to Fulfill Activities
- The applicant must possess the capacity to carry out their responsibilities to coordinate and perform grant administrative activities, communicate program goals, and demonstrate approach to improving outcomes for the target population.
- Throughout the duration of the grant, the organization will work closely with LEO, as all final decisions about the program's strategic direction and vision will be made with the approval of the LEO Grant Administrator.

VI. Grant Funding

A. Financial Details

Minimum and maximum grant amounts
- Minimum grant request: $150,000
- Maximum grant request: $2,500,000

B. Priority Consideration
- For at least 50% of total grant awards, priority will be given for proposals that provide services to communities below the average median income, according to the most recent federal decennial census.

C. Eligible Costs
- Acquisition of property
- Planning and design costs – including architectural plans.
- Construction and materials costs
- Renovation costs
- Infrastructure to equip facilities.
- Programming costs
- Development costs

D. Ineligible Costs
- Corporate debts
- Contingencies
- Contributions and donations
- Entertainment costs
- Fines and penalties
- Legislative expenses
- Lobbying and political activity
- Advocacy efforts to further issues campaigns
- Religious activity and programming (faith-based nonprofits may request funding to support services that are not religious based programming and do not discriminate based on religion)
- Tuition and fees, conferences, travel, lodging, meals, group meals and mileage.
- Costs incurred outside of the project period specified in the project agreement - amendment.
- Salaries/fringes of individuals not working on the project directly.
- Sales tax for exempt agencies

E. Program Considerations for Funding
- Applicants clearly outlining goals as identified.
- Program cost compared with number of people served.
- Ability to complete construction in timely manner and according to grant requirements.
- Community support of plan
- Demonstrated benefit to underserved populations.
- Alignment to goals and recommendations of the Poverty Task Force
- Energy audits and assisting community with accessing renewable energy.
- Ability to meet community needs.
- Program/project sustainability with funds granted.
- Identified funding sources showing the ability to leverage additional funds.
- Organizational cultural competency

VII. Grant Awards

A. Grant Award Projects
There are two types of grants: Program Grants and Capital Project Grants. Applicants may apply for only one grant or for both grants, but the total request from one organization cannot exceed $2,500,000.

1. Capital Project Grants
Projects could include but are not limited to: new construction, remodeling existing structures, purchasing land, purchasing equipment, purchasing and installing energy efficient heating and/or cooling equipment, installing renewable energy systems, weatherizing facility, replacing roof and windows, installing/updating recreation fields.

2. Community Center Program Grants
Project examples could include but are not limited to mentoring, STEM education, environmental justice activities, renewable energy information, disaster preparedness, outdoor education, before or after-school education, volunteer programs, youth volunteer efforts, career or workforce training, programming for women, recreational or athletic activities, senior activities, veteran support activities, food access, wraparound services - health services, behavioral services, licensed childcare.

B. Award Distribution
Grant awards will be distributed using the following as a guide, but with the ability to adjust funding based on applications submitted and the ability of applicants to fulfill requirements in the timeline specified. The following distribution is not intended to be an exact amount of funding provided for the two grants but to the extent possible:
- 25% for Program grants ($14.6 million)
- 75% for Capital Projects Grants - Planning, Building, Renovating, land purchase ($43.9 million)

C. Program Expectations – Applicants Must Meet
- Clearly outline goals and intended outcomes.
- Identify benefit to underserved populations.
- Demonstrate community support of plan.
- Outline plan to complete programming and construction projects in timely manner and according to grant requirements.
- Identify alignment to goals and recommendations of the Poverty Task Force
- Demonstrate ability to meet community needs.
- Conduct Energy audits and how will assist community with accessing renewable energy
- Provide plan to ensure project sustainability beyond grant period.
- Provide program cost comparisons with number of people served.
- If project costs exceed grant request, demonstrate funds secured to complete project
- Identify plan to engage volunteers in Community Center efforts
- Demonstrate organizational cultural competency in support of community operating within

VIII. Financial Structure and Award Limitations

A. Financial Awards
- The Michigan Department of Labor and Economic Opportunity anticipates awarding funds across three fiscal years with distribution to the stated focuses. Utilizing no more than 2.5% of the $60 million award for administration of this grant,
- The program will award funds on a reimbursement basis.
- Program costs must be encumbered by December 31, 2024
- All program expenditures must be made by December 31, 2026.
- Organizations may request up to $2,500,000 for their project.
- The minimum grant request must be $150,000.

B. Matching funds
- Combining grant funds with other opportunities is encouraged.
- It is expected that matching funds will be a part of the project. This can include a cash or in-kind match.
- Total requests for Capital Project **may not** exceed $2,500,000
- Total costs of project with matching funds **may** exceed $2,500,000
- Match should be documented and attached in the application.
- Community Center grants cannot be used in combination with ARPA State and Local Fiscal Recovery Funds if asking for payment for the same project.

C. Capital Project Budget Eligible Budget Categories
- Preplanning – If a project is selected for funding, the grantee's eligible expenses include costs related to grant writing, designs, public input and permitting.
- Project permitting, plan designs and oversight – This category is capped at 25% of the project.
- Construction – Construction activities directly related to the project scope.
- Equipment – Equipment must be directly related to activities supporting the project and can include equipment to improve energy efficiency.
- Programming – Events and instructional activities associated with activating the site.
- Administration – Internal activities necessary to support the oversight and implementation of the project. This category is capped at 5% of the project subtotal.
- Indirect/overhead – If applicable, the applicant may choose to cover indirect costs. If a recipient has a current Negotiated Indirect Costs Rate Agreement (NICRA) established with a federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then the recipient may use its current NICRA. Alternatively, if the recipient does not have a NICRA, the recipient may elect to use the de minimis rate of 10% of the modified total direct costs pursuant to 2 CFR 200.414(f).

D. Program Grant Budget
- Salaries – list each of the staff positions, the titles, and the % of time associated with the program.
- Benefits – list each of the staff positions and the amount budgeted for benefits.
- Supplies – list the type and amount of each of the supplies.
- Mailings **–** estimate the number and cost per mailing.
- Trainings – for each training, provide the cost of the trainer and the number of people trained.
- Advertising – list the cost of the marketing materials and outreach numbers.
- Contractual Services – list each of the contracted service, hours provided and cost.
- Technology – computers, costs of online services, platforms – if total over $5,000 reported as capital expense and must meet federal guidelines of a capital expenditure
- Equipment - necessary to run the program – equipment cost is over $5,000 for a type of item, it must be reported as capital expense and adhere to the federal guidelines of a capital expenditure
- Administration – Internal activities necessary to support the oversight and implementation of the project. This category is capped at 5% of the project subtotal.
- Indirect/overhead – If applicable, the applicant may choose to cover indirect costs. If a recipient has a current Negotiated Indirect Costs Rate Agreement (NICRA) established with a federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then the recipient may use its current NICRA.
- Alternatively, if the recipient does not have a NICRA, the recipient may elect to use the de minimis rate of 10% of the modified total direct costs pursuant to 2 CFR 200.414(f).
- If using negotiated indirect cost rate upload your signed agreements with a federally cognizant agency.
- You may upload documents to provide more detail of specifications.

IX. Grant Oversight

A. Review Process
- LEO reserve the right to adjust or make changes to the review process, if unforeseen challenges or urgent circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned. Any such adjustments or changes will not affect the selection criteria that will be used to assess applications.

B. Uniform Guidance
- All awards made under this Notice will be subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), in 2 CFR Parts 200 and 2205.

C. Requests for Monitoring or Improper Payment Information
- LEO may request documentation from recipients to monitor the award or to comply with other legal requirements, including the Payment Integrity Information Act of 2019.
- Failure to make timely responses to these requests may result in award funds being placed on manual hold, reimbursement only status, or other remedies may be applied as appropriate.

D. State Ethics Act
- The State of Michigan State Ethics Act 196 of 1973 that provides standards of conduct for public officers and employees will be adhered to and followed.

E. Data Collection and Privacy Regulations
- Data collection privacy regulations must be followed to protect personal information

X. Capital Project Specifications

The following are additional aspects for those pursuing Capital Projects.

A. Equipment
- Equipment means "tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or $5,000.

B. Long-term Site Obligations
- The grantee will not allow any encumbrance, lien, security interest, mortgage, or any evidence of indebtedness to attach to or be perfected against the project area or project facilities within the 20- year useful life period.
- None of the project area nor any of the project facilities constructed shall be wholly or partially conveyed during the 20-year useful life period, either in fee or otherwise or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title ownership, or right of maintenance or control by the applicant.

C. Site Control
- The applicant must own, have a perpetual easement, lease or other agreement allowing use, operations, or construction of the project site. Agreements must be finalized at the time of application; draft agreements will not be accepted. A documentation of Site Control form (PR5750-4) and deed, lease or easement are required in the application. A purchase agreement will be accepted.
- For leased sites: 20-year minimum.
- Leased sites with a term of less than 20 years beyond the application date are not eligible to receive grant assistance unless the lessor is a government entity and agrees to assume all grant obligations if the lessor takes control of the project site. Documentation from the lessor agreeing to the terms is required.

D. Prime Professional
- All projects are required by state law (MCL 339.2011) to have a licensed engineer, architect, or landscape architect (prime professional) prepare all plans, specifications and bid documents and verify that construction was completed according to acceptable standards.
- Engineering and architectural costs may make up no more than 25% of total project cost.
- If a project is selected for funding, LEO requires the project's prime professional to have an active profile in EGrAM.
- The prime professional will be able to help you with the following requirements in the construction section.

E. Federal Requirements
- Per the final rule FAQ 2.1: The National Environmental Policy Act does not apply.
- Projects supported with Community Center Grant funds may still be subject to all related statutory and regulatory requirements and policies of both programs, including NEPA review, if they are also funded by other federal financial assistance programs.
- In planning your application, please note that the Davis-Bacon Act, as amended (40 U.S.C. 3141–3148) and Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) will be required. In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor.
- When a recipient expends more than $750,000 in federal awards during the grantee's fiscal year (Oct. 1- Sept. 30), it will be subject to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F regarding audit requirements.

F. Accessible design
- The proposed project must meet the accessibility requirements of the 2010 Americans with Disabilities Act design standards, including all proposed facilities, access routes from the proposed facilities to parking and relevant support facilities.
- For proposed facilities that are not covered under the 2010 ADA design standards, follow the U.S. Access Board Outdoor Developed Areas Accessibility Guidelines.

G. Project completion
- Receiving the Community Center Capital Project Grant requires the project to be completed in a timely manner.
- The grantee must begin the project as soon as the grant agreement is executed.
- Quarterly financial and project status reports will be required (see grant agreement template on the Spark Grant website).
- The grantee must encumber all the grant funds to third-party contracts by Dec. 31, 2024.
- All grant funds must be spent by Oct. 31, 2026. Due to the federal requirements of this grant award, no time extensions will be allowed.

H. Application Documents
- All applicants must complete their application on the EGrAMS Grants Management's online application system.
- Review the types of documents you will be asked to upload.

Capital Projects Documents
- Site control form and deed, lease or easement. (Capital project)
- Site plan of the proposed improvements. (Capital project)
- Documentation of matching funds (Capital project) – if applicable
- Indirect cost-rate agreements (Capital project) – if applicable
- Construction Plans, specifications and bid documents. (Capital project) – if complete

Optional but not required:
- Letters of support. (Program and Capital project)
- Universal design review (Capital project)
- Permits (Capital project)

XI. Grantee Support

A. Support of Grantees
Grantees will be required to participate in the cohort support including:
- Cohort monthly meetings to share best practices and progress.
- Volunteer best practice training and services
- Resources to recruit volunteers and request donations
- Monitoring of projects to ensure on track to complete within time constraints.
- Collecting of data to create reports

XII. Reporting Requirements

MI Community Center grant recipients must comply with all reporting required by LEO, including but not limited to programmatic progress reports and expenditure reports. Programs are required to use a LEO designated on-line reporting system for all aspects of reporting.

A. Fulfill Monthly Requirements
- To ensure quality execution of this grant, the organization is responsible for participating in scheduled check-in calls, submitting Monthly Narrative Progress Reports, and Monthly Financial Reports to LEO. Report templates will be provided.
- Provide LEO with updated program information to be used for marketing materials.
- Process special information requests from LEO, such as metrics and success stories.

B. Provide Quarterly Reporting
- The Federal State and Local Fiscal Recovery Funds (SLFRF) requirements identify that grant recipients provide quarterly and annual progress reports on the designated outcomes and the utilization of awarded grant funds.

XIII. Performance Measures

To demonstrate grant success, Respondents must be able to track and report monthly on the following anticipated performance measures:

The number of impacted and/or disproportionally impacted population served
The number of families served that fall below the ALICE threshold and poverty threshold
The total number of people are served with this funding
Number of services provided by Community Centers to meet community needs
Number of people receiving energy efficiency information
The number of volunteers and volunteer hours of Community Center
The implementation of sustainability measures
The Program services offered, and impact made, including the number of people served
Capital Project specific measures noted in grant application
Program project specific measures noted in grant application

XIV. Selection Process

Applications will be rated on a well thought out and articulated project plan to assist your community; evidence of the capacity, commitment, and experience to carry out project management responsibilities; the ability to provide match and/or in-kind support if needed to fulfill project outcomes; the experience of the selected organization; and a plan for decision-making and internal communications.

Responses to this RFP will be evaluated based upon a two-step selection process. The proposal must address the requirements described in the scope.

STEP ONE: Grants Reviewed for Technical Compliance

Proposals will be screened for technical compliance to include but not limited to the following.

1. Applicant meets one or more of the following:
   • Nonprofit 501(c)3
   • Faith-based (providing nonreligious services to public)
   • Local unit of government (tribal, county, city, village, or township)
   • Regional/statewide organization
   • Consortium of local governments
   • School
   • College or University

2. Applicant meets one or more of the following Criteria:
   • Serve an eligible community according to guidance from the United States Department of the Treasury for the use of state and local fiscal recovery funds under the American rescue plan act of 2021, Public Law 117-2 to promote economic recovery.
   • Be owned or operated by a nonprofit or faith-based organization impacted or disproportionately impacted by the COVID-19 pandemic. Grants awarded to nonprofit or faith-based organizations must have a demonstrated partnership with the community in which the center is or will be located.

3. Applicant fulfills the following:
   • Demonstrates community has been negatively impacted economically as result of Covid-19
   • Operates at no cost and open to the community in which they are located or serve.
   • Compliant with state and federal regulatory bodies including the IRS, Michigan Department of Licensing and Regulatory Affairs (LARA), and Michigan Attorney General.
   • Demonstrate financial stability and capacity to manage additional funds.
   • Nonprofit, operating in Michigan must be certified as a 501(c)3 by the Internal Revenue Service. Recipients are required to provide an IRS letter of determination of nonprofit status.

4. Applicants provides one or more of the following services:
   • Before or after-school education activities.
   • Access to career or workforce training services.
   • Indoor or outdoor spaces publicly accessible for recreational or athletic activities.
   • Dedicated programming for seniors.
   • Meeting space for neighborhood or community organizations.
   • Other wraparound services that may include, but are not limited to, health services, behavioral services, and licensed childcare.

5. Proposal, Budget, and Budget Narrative clearly identified.

6. Proposal signed electronically by an official of the organization authorized to bind the entity to its provisions.

7. Proposals satisfy the form and content requirements of this RFP.

STEP TWO: Evaluation of Program Proposals
• Program Grants and Capital Project Grants will be scored separately based upon criteria established for each grant.
• Proposals will be considered by a Joint Evaluation Committee ("JEC") comprised of individuals selected by LEO.
• Only those proposals that satisfy the requirements described in this RFP, as determined at the sole discretion of the JEC, will be considered for evaluation in Step II
• The JEC reserves the right to request additional information from any Respondent.

IV. Final Award Decisions

LEO will award Grants considering value, quality, and the ability to meet the objectives of this RFP, of proposals that were approved as a result of this review process.

- Applicants will be selected based on the best proposal that meets the objectives of the RFP.
- The award recommendation will be made to the responsive and responsible applicants who offer the best value to communities in the State of Michigan.
- LEO reserves the right to award to other applicants if the original applicants are not able to accept the award.

V. Application Narrative Recommendations

Each applicant must describe a project that will provide community support through a community center. Applications should include a well-designed plan with clear and compelling funding justifications. The narrative section of the application is your opportunity to convince reviewers that your project meets the selection criteria as outlined. Below are some general recommendations to help you present your project in a way the reviewers will find compelling and persuasive.

- **Lead from your program strengths and be explicit**. Do not make the mistake of trying to stretch your proposed program description to fit funding priorities and special considerations articulated in the regulations or the *Notice*.
- **Be clear and succinct.** Do not use jargon, boilerplate, rhetoric, or exaggeration. Describe clearly what you intend to do and how your project responds to the selection criteria.
- **Avoid circular reasoning.** The problem you describe should not be defined as the lack of the solution you are proposing.
- **Explain how.** Avoid simply stating that the criteria will be met. Explicitly describe how the proposed project

Capital Project Scoring Summary

	Possible	Score
Organizational Capacity ▪ Organizational Background (8) ▪ Staff Roles (2) ▪ Compliance and Accountability (3) ▪ Data Collection and Evaluation Plan (2)	15	
Community Need, Engagement, and Impact Narrative ▪ Community Need and Project Impact (10) ▪ Community Demographics and Access (10) ▪ Community Input and Partnerships (10)	30	
Capital Project Description	20	
New Construction, Renovation, and Future Maintenance	12	
Clarity of Scope	4	
Access to New Opportunities for People of All Abilities	4	
Project Budget	15	
Total	**100**	

Program Scoring Summary

	Possible	Score
Organizational Capacity	15	
Community Need, Engagement, and Impact Narrative	30	
Program Project Design	15	
Program Impact and Beneficiaries	5	
Program Blueprint - Objectives and Activities	12	
Program Outreach Plan	3	
Sustainability Plan	5	
Project Budget	15	
Total	**100**	

Community Center Grant FAQ

A. GRANT RESOURCES

1. How do I locate the resources and the webinars that were shared.
- General Information Site
https://www.michigan.gov/leo/boards-comms-councils/mcsc/nfr/community-center-grants

- Overview Community Center Grant Webinar One
https://www.youtube.com/watch?v=adb5m03jHJY

- EGrAMS Instructions Webinar
https://www.youtube.com/watch?v=SqeU22yy9hY

2. What email do I send questions I have?
- Additional technical support and individual assistance can be received by contacting the Community Center Grants Management Team at leo-miccentergrants@michigan.gov.

3. Are we supposed to transfer the response we create in the word document over to the online application form?
Yes – to apply to you must submit the application online in the EGrAMS application.

4. Are there any character limits that we need to adhere to in responding to the questions?
No – it is expected that you provide concise answers to the question in the application. But there are not character limits that need to be adhered to.

B. TECHNICAL QESTIONS
1. What is the link to the EGrAMS webinar?
- https://www.youtube.com/watch?v=SqeU22yy9hY

2. How do I ask questions about EGrAMS issues?
- If you have questions specifically related to the EGrAMS system, send them to Joseph.rodrigues@HTCinc.com and Shibu.Madhavan@HTCinc.com and cc leo-miccentergrants@michigan.gov

C. FINANCIAL QUESTIONS

1. Is this a matching grant?
No, a set match is not required. But the application does ask applicants to list other funding sources that will support the project. It is expected that either in-kind or additional funds will be a part of the project. The budget asks applicants to list it as matching funds, but it is not a percentage match requirement.

2. Is the funding based on an all or nothing model? If we were to get partial funding, what does that mean for the project? Can we scale down to a smaller part of the project or are we committed to the entire project even though we don't receive full funding?
It is not an all or nothing model. It is possible that some projects will receive partial funding. If this happens, you will be provided the award amount and then you will decide on to recreate your budget based on your priorities and ability to complete the project.

D. FREE AND NO COST

1. Do all services provided at the Community Center have to be free and at no cost?
NO – If you do have services that you are providing at no cost then you may be considered. The key is to not be receiving funds from the federal government and then charging people for those exact program services. This would be considered receiving double payment for the services. In your application, identify how you are providing services at no cost and how the services you do charge for, do not meet the costs of the program.

2. For capital projects, can we receive funds to renovate a part of the building, like the basketball court and then charge fees for groups to use the basketball court? Yes, if you can identify how the building will be used at no cost, all programs run in the building or part of the building (the basketball court) will not have to be free.

3. Can an organization charge membership fees and be considered for the grant?
Yes - If your community center is open to the public and charges a membership fee to enter, you can be considered, but in your application you will need to identify how people can access the facility at no cost, how the site costs more to run than the fees you are charging and how you then do provide additional support for the management of the community center beyond the fees you charge.

E. MCSC RESOURCES TO HELP WITH GRANT

1. Mentor Michigan – provides resources and support in starting a mentoring program. Consultant grants are available to help develop elements of effective practice.
1. AmeriCorps VISTA – The MCSC serves as an intermediary for AmeriCorps VISTA to support capacity of organizations. There is a host site fee - $8,000 and it pays the cost of the member full time with insurance.
2. Volunteer Best Practices – Webinars and resources are available to support organizations begin and expand on their volunteer management plans.
3. Youth Volunteerism – A platform is available to support youth be engaged in serving their communities. Youth can work to receive an award from the governor upon graduation based on the hours they served in four years. Learn and Serve curriculum is available.
4. National Days of Service Grants – 9-11 Day of Service and Remembrance, MLK Day of Service, Global Youth Service Day have grant awards to support your community in making a difference.
5. Michigan Heroes Campaign – recognize heroes in your community and inspire others to volunteer.
6. Governor's Service Awards – various awards are given by the Governor at a special celebration in honor of the difference individuals and organizations make in their communities. It can be used as an inspiration for others to engage in service in your communities.
7. Disaster Services planning – The MCSC is the lead agency to support volunteerism and donations management in times of a disaster. Resources are available to create preparedness plans.
8. The MCSC is launching a climate corps in partnership with programs and EGLE. Resources will be made available to mitigate issues due to climate change. These include sustainable agriculture, renewable energy, forestry, urban farming, carbon neutrality, and more.

A. ARE WE ELIGIBLE?

1. What are the eligible organizations that can apply?
Municipalities, Local government agencies, Consortium of local governments, Regional/Statewide organization, Nonprofits, Faith-based organizations (providing nonreligious services to public), Schools, Colleges, and Universities, Other – organizations that operate in support of community but are not on the noneligible list. This could include libraries, museums, arts organizations.

2. Do all eligible applicants need to submit proof that they are a 501c3?
NO, only nonprofits need to provide they are certified as a 501c3

3. Are schools eligible?
Yes – schools are an eligible applicant. Schools are one of the locations that people think of as a community center as you allow the public to use your space at no cost for meetings, recreation, after school programming and more.

4. Are Federally Recognized Tribes Eligible?
Yes

5. Which organizations are not eligible to apply:
For-profit entities, Hospitals, Trade associations, Credit unions, Insurance trusts, Fraternal orders.

6. Are 501c19s eligible?
- 501(c)(19) are auxiliary units or society of a veterans' post or organizations.
- Some 501C19S are eligible and some are not eligible.
- 501c19s **ARE eligible** if the organization provides services to the community and allows them to access the site for meetings and to receive services – some at cost and some no cost.
- 501c19s **ARE NOT eligible** - If the organization only provides services to dues paying legion members and there are no other services that are provided free to the community or to any members of the group.
- To clarify 501c19s are considered fraternal organizations. Fraternal organizations are social clubs or membership organizations that are formed because of a common bond or belief system. Fraternal organizations are not eligible unless they meet the guideline of supporting veterans and the community as outlined above.

7. We are not sure if my 501c3 certification will be received before the August 31 deadline. Can we still apply?
Yes. But you will want to note in the application that you have applied and when you are expecting to receive the notification. Although technically you can apply, it is recommended that you request an organization serve as a fiduciary if you are in the process of receiving your 501c3 status. If in fact you do not receive your status before the review process occurs, your application will not be able to be scored as highly. In addition, you must demonstrate a history of having the capacity to manage a federal grant. You may have a history with a fiduciary supporting you.

B. HOW DO WE IDENTIFY MEDIAN INCOME?

1. **How do we report Median Income?**

   Median household income refers to the income level earned by a given household where half of the households in the geographic area of interest earn more and half earn less. To determine Median household income, you may use the information provided by the Michigan Center for Data and Analytics median household income at the city/township level. Median Household Income in Michigan Townships and Cities Sourced from the 2017-21 and American Community Survey and the Median Household Income spreadsheet.

2. **How do we report Median Income if we are supporting five communities and four of them are below the median income and one is above?**
   If you have four of the five sites that are lower median income, then report your project as meeting the below median income. In the narrative, identify the communities that you will be supporting and if they are below the median income.

C. WHAT DOES IMPACT OF COVID-19 MEAN?

1. **What is necessary when it comes to proof that there was a negative impact to our community with COVID-19?**
   Identify what impacts to both the community and your organization's ability to serve the people. You can list the different aspects of food needs, economic impact, health issues, recovery after covid issues for your organization to meet needs.

PROGRAM GRANT QUESTIONS

1. **Is it allowed for a program grant to span the full three years, or can it only be for one year?**
   Program grants may be for one year, two years, or the full three years. The description of the program, services provided, and deliverables will need to be reflected in both the narrative and the budget. When listing it in the budget for example, if you will have a staff member for each of the three years, you will list the salary X 3 years.

2. **Is there is an intention for program grants to be limited to a specific funding period? In essence, are 1-year projects seen just as favorably as 2-year or even 3-year projects, so long as the project is completed by the 2026 deadline?**
   No there is not a favored amount of time for grant applications. Applicants my select how long they are asking for the funds. It should be identified in the grant the start and end date of the grant. The budget should also reflect the annual amount intended to spend on the budget line items each year. The grant review process may determine that program grants will be funded for a shorter period due to the competitiveness of the applicant pool.

3. **If our physical property is one location and programming is in a different location, are we still eligible for the grant?**
   Yes – you can provide programming in different locations, and it does not need to be in the same location as your headquarters.

4. **If part of the program grant is offering food, is this meant to only be delivered at food pantries, or are there other forms of food delivery that would be considered?**
Any type of food access provided for the community at the site can be considered part of the delivery of services in support of health of the community being served. It can be meals on site, or it could be food delivered to homes.

5. **In creating the data collection plan, how are we to provide the statistics – annually or for the full length of the grant?**
Provide in the narrative the annual number of people you expect to serve with the program and the impact made for the recipients of the service. In addition, list the total number and the impact for the life of the grant. When placing the deliverables on the chart, list the total service for the life of the grant. It is understood that the impact will be different based on the type of program you are offering. Some may make greater impact to start and then level off and others will increase impact as efficiencies are developed.

6. **If our organization does not have a brick-and-mortar space but instead provide our program services in schools and different settings, can we apply for a program grant?**
Yes, if you meet the other eligibility requirements, you would be eligible to apply for a program grant. Partnering with the organization (the "community center") where the programming is held would be important to note in the application. Demonstrating collaboration and the use of facilities that already exist will be considered as part of the review process. You will need to determine in your collaboration, which is the strongest applicant to request grant funds. Some organizations that offer programs and do not offer spaces for people to meet, could be contracted by the brick-and-mortar entity to offer the program services. If the brick and mortar agree to instead have the organization offering the program services be the recipient, they can provide data on how they serve as a community center to be included in your grant application.

7. **Can our organization provide programming services at many different locations with different narratives because the programs will be different at each of the sites with different budgets?**
Yes – you can submit a request for different services at one site or different services at multiple sites. For example, one site may be an afterschool and mentoring program, another site may be an outdoor community garden, another site may be mental health services, and another a program to support older adults. There are not character limits and so you can provide a description with headings and bolding the different programs you will implement and where they will be located. In the objectives section – you can identify which objectives go to which program.

8. **Can we provide one specific service for our program grant, or do we have to provide multiple services?**
It is allowed to provide one service for the grant, but because Community Centers are places that people gather, you will want to also describe how the site functions as a community center – allowing people to come together in some capacity. There may be a central focus, like health care that you provide, but describe the other dimensions of your community center and how it is serving the public. It could be with information sharing, meeting locations, learning opportunities, food distribution, and more.

9. **We applied for a Michigan Impact Grant, is it allowed for us to also apply for a Community Center program grant?**
Yes, but you will need to make sure that you are not receiving funds for the same program services. The Impact Grants from LEO will be announced before the review process is complete for the Community Center grant. If you do receive an impact grant and your Community Center Grant is the same request, you will only receive one of the grants. You may choose to submit the same program request knowing that if you are selected, you will only receive one. You may submit two different program ideas and specify how they are different.

10. **Are we allowed to purchase a vehicle as part of this grant?**
There may be some program services that would require one to purchase a vehicle or equipment to be able to offer the service. Any cost over $5,000 is considered a capital expense and would have to follow the regulations that capital expenditures require. The federal government considers vehicles to be of higher risk and it would have to be proven that the equipment would be used to provide the program service as part of the community center programming for the life of the equipment. Special reporting requirements are needed to verify how it will maintain the use for the site.

11. **Can program services take place outside our facility in various locations throughout our community?**
Yes – it is important for a community center to be able to be accessible to people where they need their needs met. If services are taking place in other locations and are part of the programming function, they are eligible for consideration. Examples could include mentoring, remote STEM education, book distribution, delivering food to seniors, conducting friendly visits to older adults, teaching nutrition classes, energy audit workshops, recreation, and much more. The "Community Center" would serve as a hub of activity and use facilities that exist in the community to provide services.

12. **We are a business that has started services like what is eligible in the Community Center grant, can we apply for a grant?**
No, businesses are not eligible. But there are ways you could partner with community centers to support them in their application. Begin by identifying organizations in your community who are functioning like a community center and ask them if they would allow the community to use their space for one of the allowable activities. This could include – afterschool programing, mentoring, workforce development, community meeting space, recreation, classes for different ages, older adults using the site – like walking in the hallways, food distribution. The community center does not have to do all these activities, but list what they do provide and offer to help put funds in to support the programming of interest by your company. "Community Centers" could be occurring in the library, school, museum, theater, village buildings and parks, and other buildings that already exist in your community. Let the "Community Center" know you are not eligible for this grant, but they are and you will help them and provide some funds and/or in-kind to sustain the program.

USE OF FUNDS

1. **Can grant funds be used to purchase land with the purchase of a building to renovate?**
   Yes, it is allowed.

2. **Can recreational fields located in public parks that are adjacent to a community center qualify?**
   Yes - The grant allows for support of recreational land to qualify - parks would fit that category. In addition, you can explore how your grant can be in partnership with the Community Center. The city can write the grant and can receive the funds as you stated, but it will be strengthened if there is community support - including the community center. It will allow for the reporting to capture the data of who the community center serves and how.

3. **Is replacing a water treatment system at a day/overnight camp an appropriate use of funds?**
   You can request grant funds for projects that you demonstrate need to be replaced to be able to continue using the site. Community Centers often have different locations for programming and outdoor education is one of the options to be considered. Make sure to demonstrate how the use of the site is open to the public. I am sure the site will be used for multiple purposes and some of those will be free to the public.

4. **Is the construction of an early learning center to expand capacity for infants, toddlers, and preschool children within the City of Detroit an allowable use of funds?**
   Childcare was listed as one of the wrap-around services in the boiler plate language. It is a service that you can request funds for. For any project, you need to list the different ways the community center will be used by the public – even if you are only asking for the renovation or building of the childcare portion of the community center services. List if meeting space is provided for parents for trainings for example at no cost or other ways, the space is used.

5. **Is the renovation of a closed outdoor swimming pool into pickleball courts at the request of the active older adults of a community an eligible request? Would access to the pickleball courts need to be 100% free to all community members or would we be able to incorporate our sliding scale access fee model?**
   Yes, outdoor recreational space is included as a potential grant opportunity. The site will not have to be 100% free to all community members but it will need to be identified how the site is free to some members of the community.

6. **Is the construction of a new community center that is a mixed-use site with a community center, housing, and retail space allowed? The $2.5M would only go toward the community center portion and other funders/partners would finance the other portions of the project.**
   Yes, funds can be requested for a community center at a multi-use space. The other rental aspects can be identified as part of the sustainability plan. The community center building will need to be open to the public and what services that are free would need to be specified.

7. **Can capital projects include site prep? (Examples - removal of a parking lot or updating of the parking lot, transforming site to outdoor trails and removing blight)**
   Yes, you can use the grant to do site prep if you demonstrate the project plan and how the site will be used by the community. The boiler plate language does allow for access to outdoor recreational spaces.

8. **Can an organization purchase an existing building with these capital development funds?**
Yes. In your grant you would need to provide the reasons that the space no longer can provide the services needed by the community and the new building option. If you are in a design period, you will be able to list the costs as estimates and then finalize those costs if the grant is awarded.

9. **Does the capital project only provide funds for building and remodeling, or can it include times like interior items (carpet, flooring, furniture), exterior signage, parking lots, sidewalks, IT infrastructure and upgrades, IT equipment – servers, phones, etc., kitchen upgrades (appliances, tables, chairs), landscaping, heating and cooling, roof, windows?**
Capital projects can include equipment and items you demonstrate are necessary to manage and run the community center and we accessible to all. Any piece of equipment $5,000 or more is considered a capital expense. (This includes if you are asking funds to support a program). If you are submitting a program grant and want to ask for equipment – you may do so in your program grant. But if it is for a wider renovation or building project, you must submit both sections.

10. **Can we use the grant funds to purchase solar renewable energy to reduce energy consumption and costs?**
Yes. The grant asks you to conduct an energy audit to allow for a. plan to reduce energy consumption.

11. **I understand the ARPA funding and the MI Community Center Grant cannot both be used for the same project, but can the MI Community Center Grant could be used for the planning/design portion of the project?**
If you would like to receive ARPA funding for the preplanning and design aspect of a project and not request funds for the building of the project that is allowed. Once that is complete you could then request funding for the building of the project from a different ARPA set of funds because the planning and design project would be complete. If you received ARPA funding for a capital project and that is complete and there is a new phase of project that you need capital funds for – you may request Community Center Grant funds.

ELIGIBILITY

1. **Are organizations that have a membership fee able to apply for a capital grant?**
Possibly, but the grant application needs to stipulate how the building is open to the public and how it provides free services and so those with income challenges can benefit from the site. Any programming funds that you request need to be for programs that do not have a cost associated with them. If it is a capital grant, you will need to demonstrate how the facility is being used to provide services to the community at no cost. You can demonstrate how your membership fee does not cover the costs of your facility and thus you are providing services at no cost to the community. It cannot be for organizations that restrict memberships.

2. **If we do not own the property, are we eligible to apply?**
You do not need to own the land by the time you submit the application, but you will need to provide a timeline and any documentation for the cost of the land and if there are any agreements in place. The grant will be awarded contingent upon you successfully being able to submit a purchase agreement within the time frame provided in the grant agreement. If you plan to build or renovate the property and will not be owning the property, you need to justify the reason to do so and provide a lease of 20 years or a reasonable time that will justify the use of putting funds into something that you as an organization do not own. It is possible that there is a long-term lease that will provide this justification.

3. **Can environmental community centers be considered an applicant or is this program only for "social" type centers?**
The definition of a community center is broad to allow each community to identify their needs and how the grant would assist to support their community. It could be through the arts, through education, through recreation, through the environment, and through various other avenues. There is no restriction that the services must be "social" in nature. The key is to define your site as a community center and how it is meeting needs of the community as an open site for gathering and learning and other services.

4. **If we were awarded ARPA funds from a different source to support the renovation of existing space and this was completed as a Phase 1 of our expansion. Are we eligible for this grant?**
Yes. The stipulation is you cannot receive funds to complete the same project. You would need to identify how the other component is complete or is being done separately and how this would be a new project.

FINANCE

1. **We have already begun a project that is being completed in two distinct phases that include new construction and substantial renovation of an existing building. We received ARPA funds that will be restricted to phase I of the project. Can we apply for the MI Community Center grant for Phase II of the project? We would restrict new ARPA funds to Phase II.**
Yes – as the two phases have distinct milestones, timelines and goals even though they are a part of the same overall vision and multi-partner development.

2. **Can a completed project be considered for funding?**
No – Grant funds cannot be provided retroactively. The federal government requires a grant agreement to be in place for future projects. If there are phases of the project, you can consider looking at what could be requested for the next phase that will not be completed by the time the grant awards are made. Or consider if there is a program that could be created to go along with the capital project.

3. **Can a capital project grant be requested when some of the services have a cost for some participants?**
Yes, you may ask for a capital grant if some of the services you offer are at a cost in the facility. In the application, describe how the building is used to serve the community and the importance of the facility. List the services that would be in the building that would be provided at no cost. If you are building new or renovating a part of the building and there is a charge for services, list when and how people can access it for no cost. In the application list the costs for services but also the costs beyond those that allow the building to operate – such as staff that you pay for at no cost for participants. There are examples of how you can justify the use of the funds.

4. **Can we apply for grant money if the millage to fund the community center construction is not yet approved?**
Yes, if selected, your grant award would be contingent upon the approval of the millage if that is what you listed in your application was necessary to be able to build the new community center. Your application should include the timeline for the election and what will happen if it fails.

5. **One of the properties we are interested in purchasing for the project is in receivership, can we purchase this with the grant funds?**
   Yes, receiverships typically provide a receiver that oversees the process and manages it to allow the sale of the property instead of using a foreclosure or bankruptcy process. If you can demonstrate the value of the property for your project and the ability to acquire the property, it can be considered. It would be important for you to explain the circumstances of the receivership and have it defined in the grant application. Usually, a receivership is an alternative to a foreclosure proceeding (where a lender takes ownership of the project) or a bankruptcy proceeding (where a trustee takes control of the project). A receiver can displace the property owner as the active property manager to make all decisions regarding management and operation. If there is a receiver, they often make improvements and get the property ready for sale. If there is a court order appointing a receiver, it should spell out the receiver's authority. A foreclosure can take several months and can involve a great deal of legal and administrative fees – and the borrower in default maintains control of the property until the foreclosure is completed. This can substantially increase the risk of additional costs. But a receivership can make things go along faster. Defaulting borrowers and their lenders agree to receiverships to allow feasibility studies and appraisals to be conducted.

6. **Is this a reimbursement grant and do we need to get bids for the construction?**
   Yes, it is a reimbursement grant. When you ask for payment for the grant you submit the paid invoices. The schedule of reimbursement is being created. If you are pursuing a capital project, you will need to get three bids.

7. **Given our size and financial position should we seek a fiscal agent for this grant?**
   It is important to demonstrate that you have a history managing grants to the size you are asking. If you are asking for a lot more than what you have ever received and managed – you may want to consider fiscal agent support. You will know best your capacity – you will want to identify it in the grant to justify how you would like to manage the project.

8. **Davis Bacon is not required under the ARPA / SLFRF funding provided by the US Dept of Treasury. Is there a reason it is being required under this grant?**
   Yes, the regulations state that if the total amount granted is more than $10 million there must be a demonstration of how fair wages were certified. The state of Michigan has selected Davis Bacon to demonstrate certification. See below for more clarification.

   The Stimulus PMO provides programmatic design guidance following the U.S. Treasury rules and reporting and compliance guidance, and in a manner that limits the administrative burden on agencies using SLRF Funds. This approach ensures that State of Michigan projects using these funds consistently adhere to the rules and guidelines set forth by the U.S. Treasury.

   In accordance with the U.S. Treasury Rules, the Stimulus PMO maintains that a project is defined at the appropriation/expenditure category, consistent with the Final Rule Language "Projects should be scoped to align to a single Expenditure Category." and the State "must not segment a larger project into smaller projects in order to evade review." Based on the State's budgeting process and clear guidance that the State must not split larger projects into smaller projects to evade review, we are recommending projects are defined at the appropriation level except when it is necessary to subdivide the appropriation into multiple projects either a) to meet the level of reporting detail required by U.S. Treasury or b) when portions of the funding are being used for distinctly separate purposes/expenditure categories, and/or administered through separate programmatic requirements/processes,

Recognizing the State of Michigan's commitment to paying prevailing wage, help ensure consistency, and reduce audit risks and administrative burden related to labor reporting, the Stimulus PMO recommends that SLFRF-funded projects addressing the COVID-19 public health or economic response, with capital expenditure of $10 million or greater, certify that all laborers and mechanics employed by contractors and subcontractors in the performance of such project are paid wages at rates not less than those prevailing, as determined by the U.S. Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (commonly known as the "Davis-Bacon Act"), and include in any subaward agreements provisions requiring that wages must be paid at or above those prevailing where applicable.

Based on the above position, the Stimulus PMO recommends projects with over 10 million dollars certify that prevailing wage rates are being applied even if no such expenditures have been/will be incurred. U.S. Treasury did not include a not-applicable option for labor reporting certification. Since the State of Michigan consistently requires that prevailing wage rate be paid where applicable, it is recommended that programs with capital expenditures that do not include such wages should still certify that the program is paying prevailing wage as applicable should any capital expenditures include labors or mechanics.

Certifying all laborers and mechanics employed by contractors and subcontractors in the performance applicable projects are paid wages at rates not less than those prevailing, as determined by the U.S. Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (commonly known as the "Davis-Bacon Act"), is the more conservative and least risky future audit interpretation strategy for certifying labor standards. It ensures project sub-recipients meet high labor standards, provide wages at or greater than the prevailing rate, and the State provides effective and efficient support of the economic recovery through strong employment opportunities for workers.

Applying prevailing wage rates consistently across the State also helps ensure SLFRF funds used on these types of projects in conjunction with funds from another federal program that may require enforcement of the Davis-Bacon Act requirements will be compliant and provide the state with greater flexibility to potentially shift funding of projects to another federal source.

GRANT TIMELINE - PLANNNING

1. **Can we apply for a grant if the feasibility study, designs, and costs will not be completed by August 31?**
Yes, but you will need to provide information that provides comparisons to if you should build or remodel. This does not need to be three formal bids like you will need when you put it out to contractors. If your architectural drawings are not complete or the community feasibility study cannot be completed by August 31, you need to have an estimate of the costs that supports the request you are putting in your grant. If you are awarded a grant, you will be given a certain amount of time that the design and bids need to be provided or you will not be able to receive the grant.

2. **What happens if we are awarded a grant for planning and capital costs of the community center, and then the feasibility study comes back, and it is decided that we do not have the funds, or the feasibility study informs us to not move forward with the project?**
A grant agreement will be provided to those projects selected after the review process. It will stipulate a timeline that the costs and the designs must be provided if they were not listed in the application. Your grant award would be contingent upon you being able to meet the deadlines. If you were to be awarded a grant and then it is determined you cannot continue, then you will inform us, and you will not continue, or it will be adjusted.

3. **If we receive a grant for our project before the feasibility study is complete and it is decided to not build or renovate the project as originally was proposed, can we do something different?**
Your grant award will be based on what you put in your grant application. If you anticipate for example that you will either renovate the outdoor pool or turn it into other recreational use – you need to list the backup plan in your grant as the possible back up plan. Another option is to request only the cost of the planning and feasibility study – then seek additional funds to do the project from other sources besides this grant.

COLLABORATION AND PARTNERSHIPS

1. **If the community center is a nonprofit and the land next to it is a park owned by the city, can we submit one grant for the entire project – even though there are two different owners of the properties?**
Yes, it can be one project application, but there only one award will be made to one organization. It will need to be stipulated who is the grantee. Working in partnership with your organizations and getting broader community support is what will strengthen the project request. Collaboration will be viewed as a positive in the review process.

2. **We have formed a collaboration of community partners that are wishing to build a community center, can we apply as a consortium?**
If the consortium has its own 501c3 then you may apply through it. Otherwise, you will want to identify which partner is the best one to serve as the backbone to receive the grant funds and manage them. This will need to be spelled out in the grant and the partners would need to demonstrate this support. Working in partnership and collaboration is valued as part of this project.