



Budget Template & Other Questions and Answers

December 8, 2023

Budget Questions:

1. The table on page 15 of the RFA provides examples of supplemental funds noting that the rate is \$738 per fellow per year. However, on the budget spreadsheet, it looks like there is only one line for these funds. Should we total the supplemental funds for both years?

Yes. Please request Program Infrastructure Supplemental Funds for both years, **include both years in one total, in Box 9D on the Budget Template.**

Please use the Calculation and Justification B. Program Infrastructure Costs (Box 9B) to describe the calculation of the number of Fellows for each year.

2. As a returning campus, we are requesting supplemental funds. But where do we include our *operational program cost* justifications described in narrative prompts?

There is no cost justification requested for the \$8,000 per Fellow program administrative funding in this Budget Template. While the Budget Template does not ask for specific operational costs, applicants are asked to describe operational plans within narrative prompts.

General program administrative funding of \$8,000 per fellow is built into the \$15,000 per fellow cost shown in I. Implementation Budget 2024-2025 Box 15C, and II. Implementation Budget 2025-2026 Cohort 4 Box 25C. After grant selection an implementation budget will be requested and submitted from each campus.

3. Our campus grants office indicates that since College Corps includes state general funds and federal funding, following Uniform Guidance, Indirect cannot be calculated on Participant Support Costs (i.e. fellow stipends, award, etc.) I understand we would send a more detailed operational budget for Cohort 3 if selected. In the meantime, how would we calculate the costs in the budget template?

Please enter the maximum indirect cost percentage in Box 36C. The percentage will automatically populate the amount of indirect costs applied to the total grant.

Other Questions:

4. Are we allowed to submit tables within our narrative? And if so, can these tables be formatted to be single space?

Tables may be included within the narrative and may be singled spaced. Please see IV. APPLICATION SUBMISSION AND REVIEW section of the RFA on page 23 for further guidance.

The Program Narrative may not exceed 14 double spaced, single-sided, pages. This limit does not include the cover sheet, the budget, or any letters of support. Please do not submit unrequested materials such as videos, brochures, or any other items not requested in this RFA.

5. Upon reviewing the application, we noticed that several questions mirror those from our original submission in 2021. Could you please advise if we should retain the information from our previous application with the developments and achievements related to College Corps? We are nearing the 14-page limit, and I want to ensure we are adhering to the guidelines.

There is no expectation that an applicant retains the answers from the previous application. We encourage and expect applicants to only answer questions within this current RFA.