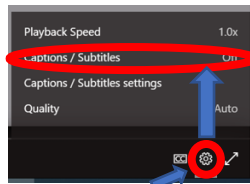
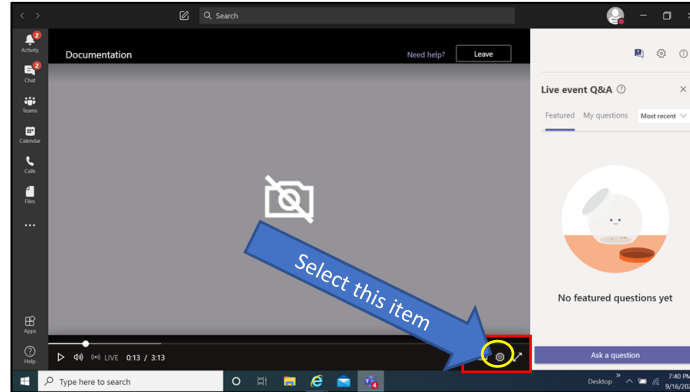
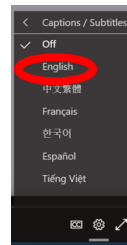


FY24 Approved Budget Community Grants Non-Departmental Account (NDA) Bridge Funding Process Overview for Nonprofits

Event starts at 10:00 AM. See below how you can view the multi-lingual close captions:



When you select it a menu appears, choose **captions / subtitles**



You then select the language of choice



It will then display the language chosen

Disclaimer

The translations provided in this application use what is referred to as mechanical translation technology. Although this method of translation is very effective and provides a high rate of accuracy it is NOT 100% word for word accurate. Things that may affect it are the quality of the microphone used and potentially a person speaking that may have an accent.



Montgomery County Office of
Grants Management

FY24 Approved Budget
Community Grants Non-Departmental Account (NDA)
Bridge Funding Process Overview for Nonprofits

May 26, 2023



Prepared by Montgomery County Office of Grants Management



Information Session Agenda

- Review of FY24 Approved Budget in relation to Bridge Funding
- Set guidance on Next Steps and action items for finalizing Bridge Fund awards
- Preview FY24 Community Grants competition and other grant programs
- Questions and answer
- [Click here for Information Session recording](#)

CG NDA Reform History



- **September 25, 2018:** Office of Legislative Oversight Report 2018-9 – [Montgomery County Council Community Grants](#)
- **Summer – Winter 2019:** Montgomery County Government Internal Working Group & Nonprofit Montgomery Coordinated Nonprofit Focus Group – 6 Consensus Recommendations for Reform
- **July 13, 2021:** [Bill 36-19](#) creating OGM passed by Council; signed by CE on July 16, 2021;
- **July 1, 2022 (FY23):** OGM becomes active
- **January 4 – February 16, 2023:** Nonprofit Community Grants and Grants Management Reform Survey

6 MCG/Nonprofit Consensus Recommendations



	<u>Recommendation</u>	<u>Status</u>
1.	Combine County Executive and County Council Community Grant NDAs	✓ Combined in FY21 Approved
2.	Change the Community Grants Process to be Outcomes Driven	✓ FY24 Approved
3.	Create a Grants Office to Manage the Community Grants Process	✓ Bill 36-19 ✓ OGM active in FY23
4.	Create an Aspire Grant Program to help build Nonprofit Capacity	✓ NTAMS Program in FY23 ✓ Nonprofit Incubators in FY24
5.	Create a Grant Agreement Tool	✓ Successfully piloted in FY23 ✓ Bringing to scale in FY24
6.	Move Certain Community Grants to the Base Budgets of Departments	✓ Shifts made in FY21-FY24

Community Grants NDA Reform Goals



- Act on long-standing, and new, recommendations and feedback from Council, OLO, Nonprofit communities, and MCG stakeholders
- Integrate Racial Equity & Social Justice considerations and best practices directly into Community Grants processes to improve accessibility
- Re-establish a more active and appropriate role for Council's role in shaping the Community Grants NDA that is in-line with the rest of budget process
- Create a budget space and funding process for innovative, flexible programs that meet community needs but don't fit neatly into a single department or actively cut across the missions of different departments
- Create space to realign funding with current needs instead of FY18 needs
- Make the Community Grants NDA more strategic by creating targeted grant programs within the NDA
- Segment some pools of funding by size of organization to create for smaller or volunteer led community organizations

FY24 Approved New CG Application Timeline



- **Early June 2024** – Competitions launched
- **Early July 2024** – Applications due
- **Early to mid July** – Review Committees score applications and make award recommendations
- **Late July** – OGM notifies award winners and begins processing awards into grant agreements
- **August – December, 2023** – Organizations prepare to start programs on January 1, 2024
- **January 1, 2024** – New programs begin
- **December 31, 2024** – New programs end
- **FY25 Onwards** – Repeat cycle on the same timeline

FY24 Approved Bridge Funding



- Shifting from a July 1 to a January 1 award start date leaves potential gaps that would result in interruptions in service
- FY24 CE Recommended Budget included \$1.2 million in Bridge Funding for a 3 month bridge to October 1, 2023
- County Council added an additional \$1.73 million in Bridge Funding to extend this the bridge another 3 months to December 31, 2023
- Length of Bridge Funding depends on when the FY23 award expires
- Amount will be prorated on a monthly basis (days rounded up) on FY23 Approved funding plus 3% nonprofit inflationary adjustment
- Award to be issued as a grant agreement, not a procurement contract
- Awards will continue to be administered by the same department

Bridge Funding Criteria



In order to qualify for FY24 Community Grants NDA Bridge Funding, programs must:

- Have received FY23 funding from within the Community Grant NDA;
- Not be shifting to department base budgets in FY24;
- And have their FY23 contract expire before December 31, 2023

Bridge Funding Formula



Bridge Funding amounts were calculated with the following formula:

(FY24 Projected Program Total) = (FY23 Approved Amount) X (3% Inflationary Increase)

(FY24 Monthly Program Cost) = (FY24 Projected Program Total) / (12)

(FY24 Community Grants NDA Bridge Fund Program Total) = (FY24 Monthly Program Cost) X (number of months needed to bridge the FY23 contract termination date to December 31, 2023)

Bridge Funding Overview



Number of Months to Bridge Fund	# of FY23 Community Grants	Total Bridge Funding to December 31, 2024
0	5	\$ -
1	8	\$ 34,808
2	2	\$ 22,248
3	12	\$ 172,172
4	18	\$ 474,038
5	22	\$ 603,923
6	83	\$ 1,519,070
Grand Total	150	\$ 2,826,260

Bridge Funding Overview



Department and Number of Months to Bridge Fund	# of FY23 Community Grants	Total Bridge Funding to December 31, 2024
Community Engagement Cluster	2	\$ 83,708
6	2	\$ 83,708
Department of Environmental Protection	9	\$ 103,268
5	4	\$ 23,175
6	5	\$ 80,093
Department of Health and Human Services	92	\$ 1,478,560
0	1	\$ -
1	7	\$ 32,954
2	2	\$ 22,248
3	11	\$ 162,439
4	12	\$ 202,448
5	9	\$ 252,172
6	50	\$ 806,300
Department of Housing and Community Affairs	21	\$ 611,754
0	4	\$ -
1	1	\$ 1,854
3	1	\$ 9,734
4	6	\$ 271,590
5	9	\$ 328,576
Department of Recreation	25	\$ 537,845
6	25	\$ 537,845
Office of Agriculture	1	\$ 11,124
6	1	\$ 11,124
Grand Total	150	\$ 2,826,260



Immediate Actions Items

1. **Develop and Return an FY24 Budget to your Contract Monitor As Soon As Possible!**

The FY24 Budget:

- MUST equal your FY24 Community Grants NDA Bridge Fund Program Total and cover the number of Bridge Funding months.
- MUST be generally consistent with your FY23 contract award budget but be pro-rated for a shorter time-period.
- MAY include up to 15% of indirect costs (at currently set department rate) even if this was not included in your FY23 contract budget.
- MAY use an attached OPTIONAL budget template to help you calculate Indirect Costs correctly.

2. **If requested, provide your Contract Monitor with updated contact information As Soon As Possible!**

Bridge Funding Grant Agreement Templates



- **Awards less than \$15k OR less than 4 months** – Simple grant agreement with up-front payout of entire award amount with a single Final Report
- **Awards of less than \$30k OR 4 months** – Report/tranche payment after one (1) month with a Final Report paying out remaining funds
- **Awards of 5 or 6 months** – Report/tranche payments after one (1) and four (4) months with a Final Report paying out remaining funds

Bridge Funding Grant Agreement Templates



Grant Agreement Template and Number of Months to Bridge Fund	# of FY23 Community Grants	Total Bridge Funding to December 31, 2024
\$15k> OR 4 months>	76	\$ 729,607
1	8	\$ 34,808
2	2	\$ 22,248
3	8	\$ 91,523
4	7	\$ 90,493
5	6	\$ 49,734
6	45	\$ 440,801
4 Months OR \$30k>	52	\$ 1,230,220
3	4	\$ 80,649
4	11	\$ 383,545
5	12	\$ 251,541
6	25	\$ 514,485
5/6 Months	17	\$ 866,432
5	4	\$ 302,648
6	13	\$ 563,784
No Bridge Funds	5	\$ -
0	5	\$ -
Grand Total	150	\$ 2,826,260

Bridge Funding Grant Agreement Templates



Templates	Payment	Performance Period/Report #1	Performance Period/Report #2	Final Report
Awards less than \$15k <u>OR</u> less than 4 months	May request full value of award upon Term start date	X	X	Covers entire Term with Report due three months after Term ends
Awards of less than \$30k <u>OR</u> 4 months	Tranche payment of % of total award with successful reports	Covers first month of Term with Report due at end of next month	X	Covers entire Term with Report due three months after Term ends
Awards of 5 or 6 months	Tranche payment of % of total award with successful reports	Covers first month of Term with Report due at end of next month	Covers months two through four of Term with Report due at end of next month	Covers entire Term with Report due three months after Term ends

Bridge Funding Grant Agreement Attachments



1. **FY23 Contract**

- Becomes the scope of the FY24 award by attaching it as a legal addendum to the grant agreement,
- Grant agreement has superiority over the attached contract
- Grant agreement itself includes qualifying language that the Term is abbreviated to the Bridge Fund length

2. **Updated Budget**

- Determines budget scope by attaching it as a legal addendum
- Total must equal to FY24 Bridge Funding amount provided
- Budget must be generally be consistent with FY23 contract
- Option to include up to 15% in indirect cost at accepted rates
- Superiority over the FY23 contract

FY24 Bridge Fund Next Steps (1 of 3)



1. **Return FY24 budget (and contact information if requested) for your award to your FY23 Contract Monitor ASAP!**
2. The Contract Monitor and OGM will review and either
 - a) Return to you for edits or
 - b) Approve it and add to your grant agreement package.
3. OGM and your Contract Monitor will develop a grant agreement and compile supporting attachments (including your FY24 budget).
4. Your Contract Monitor will send you a full grant agreement package.

FY24 Bridge Fund Next Steps (2 of 3)



5. **You review the grant agreement package ASAP and either**
 - a) **Return it to us for requested edits/questions or**
 - b) **Sign the grant agreement and send an electronic version of the signed grant agreement back to your Contract Monitor (pdf format ideal).**
6. Your department will submit your grant agreement for an internal approval process
7. The package will be reviewed by internal Montgomery County stakeholders and either be:
 - a) returned to all parties for edits or
 - b) approved and signed by the Office of the County Attorney and the Chief Administrative Officer.
8. Your Contract Monitor will return a fully signed grant agreement

FY24 Bridge Fund Next Steps (3 of 3)



- 9. You may begin implementation of the award as soon as the grant agreement Term (start date) begins.**

Support resources (including this slide deck) on this process will be posted on OGM's online grants application platform

<https://mcmdgrants.smapply.org/>

Additional resources and training will be made available covering program implementation topics such as:

- Programmatic and Financial Reporting expectations
- How to submit a Request for Payment under a grant agreement

Notes on Next Steps



- Awards with a 6 month bridge (starting on July 1, 2023) will be the TOP PRIORITY for processing and approval to avoid interruptions in service. *If your bridge fund award is less than 6 months then please be patient.*
- If a grant agreement is signed after the Term start date, costs for the award can still be charged for expenses incurring before the signing date (but not before the Term date begins).
- For example, if a grant agreement with Term start date of July 1, 2023 is not fully signed until July 15, 2023, *the grant agreement would still cover costs between July 1 and July 14, 2023.*

Key Action Items Review



1. **Develop and Return an FY24 Budget to your Contract Monitor As Soon As Possible!**
2. ***If requested*, provide your Contract Monitor with updated contact information As Soon As Possible!**
3. **When you receive the draft grant agreement package, review and sign (or return with requested edits) As Soon As Possible**

FY24 Community Grants Competition Timeline



- First week of June (June 5-9) the FY24 Community Grants competitions will be launched on OGM's online grants application platform <https://mcmdgrants.smapply.org>
- OGM will also lead additional trainings and Information Sessions on these grant opportunities and changes to the application process
- Pools of funding to be competed are:
 - Community Projects Fund Grants: \$1 million
 - Underserved Communities Project Grants: \$1,258,128
 - Youth Support Grants: \$1.5 million
 - Senior Support Grants: \$1.5 million
 - Grants for Organizations Supporting Individuals with Disabilities: \$1.5 million
- Applications are expected to be due in early July
- In FY24, OGM expects to compete three other grant programs from the NDA and **at least** 10 other grant programs from department base budgets

How to Prepare NOW



- **Register and create a profile on the online application platform** for each team member who will be working on your application. <https://mcmdgrants.smapply.org>
- **Verify that your organization is registered with the Maryland State Department of Assessment and Taxation (SDAT).** Click [here](#) to go to the SDAT Business Express site to confirm. Even if your organization is registered in another jurisdiction, you must be registered with SDAT for Montgomery County to finalize an award with your organization.
- **If your organization is not in Good Standing with SDAT, take the necessary steps to get back into Good Standing.** SDAT will advise what steps are required. Montgomery County cannot finalize an award with you or organization if you are not in Good Standing. Your application for a grant could be disqualified if you are not in Good Standing.
- **Register with the Montgomery County Central Vendor Registration System (CVRS)** by clicking [here](#). If you or your organization receives an award from the County then you will need to be registered with CVRS to receive payments.



Questions?



Montgomery County Office of **Grants Management**

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**OGM online grants application platform for information, updates,
and to apply for County Grants (OGM website coming soon)**

<https://mcmdgrants.smapply.org/>