

**Community Investment Fund (CIF) Annual Grants  
Request for Proposals #2025-03  
CIF Annual Grants Mandatory Proposer's Conference  
Questions & Answers  
February 13, 2025**

**Q1. Are the words Mental Health and Behavioral Health for this grant interchangeable?**

**A1.** Yes, for this RFP, they are interchangeable.

**Q2. May we submit a proposal that partners with another nonprofit agency in Solano?**

**A2.** An applicant may apply as a lead agency and may subcontract with another organization to provide services.

**Q3. Does GVRD (Greater Vallejo Recreation District) count as a non-profit?**

**A3.** Nonprofits have a 501c3 designation with the Internal Revenue Service. If your organization has this, you are qualified as a nonprofit.

**Q4. Is this a startup-type grant? Are you looking to fund programs that can be expanded?**

**A4.** This grant allows agencies to propose a strategy that intends to achieve positive outcomes in the community by addressing one or more of the top six priority areas: mental health, housing affordability, homelessness, early education and youth development, and safe and stable environments for children. Activities funded under this RFP must be new or enhancements to existing activities.

**Q5. What is a capital improvement defined as? If my non-profit needs to install carpet, is that capital improvement?**

**A5.** A capital improvement is defined as a permanent change to a property that increases its value, extends its life, or makes it suitable for new uses. No capital improvements are allowed.

**Q6. The project we propose can be as small as \$25,000 or larger up to \$75,000. Is there an advantage to submitting for one amount over the other?**

**A6.** There is no advantage for proposing one amount or the other. The evaluation committee will rank all proposals based on their scores and recommend the top proposals for funding, up to a total funding amount of \$365,000.

**Q7. Can we use the funds to lease a facility?**

**A7.** As per Section 5.4 in the RFP, "Operating Expenses are defined as necessary expenditures exclusive of personnel salaries, benefits, and equipment. Such expenses include specific items directly charged to the project. The expenses must be program-related (i.e., to further the program objectives) and be incurred during the grant period." A "lease" could fall within an Operating budget under "Rent/Utilities."

**Q8. Can we purchase items for a teen center, not construction, but items that would be used for the center?**

**A8.** Materials and supplies are allowed if they are utilized for programs or activities proposed in your application.

**Q9. Is there a chance for this funding to be renewed after the fiscal year, or is this a one-time funding source?**

**A9.** This funding is for one fiscal year.

**Q10. If we have received previous CIF grant funding and want to apply for this upcoming grant year, can our application include continuing with some of the strategies we initiated in our previous year incorporating lessons learned?**

**A10.** Yes, you can apply for similar activities in your scope of work in this application.

**Q11. How many proposals will be accepted for funding? Is it as many programs as possible up to the total amount of \$365,000?**

**A11.** As many programs as possible may be funded up to the total allocated amount of \$365,000.

**Q12. Can I propose activities in two or more priority areas?**

**A12.** Proposals may address more than one priority area, but there are no additional points awarded to addressing more than one need. Also note that the top three needs (mental health, housing affordability, homelessness) are also being addressed via the Community Investment Fund via its deep program investment.

**Q13. Can an organization apply to both tiers?**

**A13.** Agencies may submit proposals for up to \$25,000 or up to \$75,000, however, only one Proposal per agency may be submitted under this RFP.

**Q14. If we are a brand new organization and don't have statements of revenue, how should we notate that?**

**A14.** In your proposal, state that you do not have those because you're a new nonprofit.

**Q15. Can you expand on what is considered a large project vs. small project? Is it based on the operational budget?**

**A15.** Proposers may apply for funding in either of the following funding tiers:

- **Tier 1:** Funding up to \$75,000 to implement larger projects.
- **Tier 2:** Funding up to \$25,000 to support smaller community projects.  
The tier selected isn't required to be based on an organization's operational budget but rather on the organization's capacity to implement the project.

**Q16. Can we submit past tax returns, or does it have to be past financial statements?**

**A16.** As per Section 3.C. in Attachment A – Proposal Form, "...if Proposer does not have audited financial statements, provide unaudited statements of revenue and

expenditures (and balance sheet if applicable) and explain why the Proposer has no audited financial statements.” If unaudited financial statements are not available, the proposer may provide documentation that verifies fiscal activities related to the organization.

**Q17. Can audited financial statements include other financial statements, such as profit and loss statement?**

**A17.** As per Section 3.C. in Attachment A – Proposal Form, “...if Proposer does not have audited financial statements, provide unaudited statements of revenue and expenditures (and balance sheet if applicable) and explain why the Proposer has no audited financial statements.” If unaudited financial statements are not available, the proposer may provide documentation that verifies fiscal activities related to the organization.

**Q18. If our organization purchases food, is that covered by the grant?**

**A18.** As per Section 5.4 in the RFP, “Operating Expenses are defined as necessary expenditures exclusive of personnel salaries, benefits, and equipment. Such expenses include specific items directly charged to the project. The expenses must be program-related (i.e., to further the program objectives) and be incurred during the grant period.” “Food” could fall within an Operating budget under “Client Support” or “Program Supplies.”

**Q19. Are we able to see the names of past grant recipients?**

**A19.** Attachment C, page 13 of the Solano County Community Investment Fund Final Report, shows a listing of organizations that received CIF Annual Grants funding from FY2020/21 – FY2022/23. Organizations that received funding in FY2023/24 and FY2024/25 are mentioned in the documents linked [here](#).

**Q20. Would subcontracting be frowned upon by the County?**

**A20.** An applicant may apply as a lead agency and may subcontract with another organization to provide services.

**Q21. Outside of the six priority areas, is there an intent on what kind of programs the board is wanting to address? For example, homelessness as the checked priority, but would the board be looking for outreach, emergency shelter placements, etc.?**

**A21.** The funding for this RFP is intended to specifically address one or more of the six priority areas: Mental Health, Housing, Homelessness, Early Education, Youth Development, and Safe and Stable Environments for Children. Applicants should propose a strategy that meets a goal to address one or more of the priorities.

**Q22. Can this funding encompass multiple projects throughout the year?**

**A22.** Proposals may address more than one priority area, but no additional points are awarded for addressing more than one need.