

**Westchester County Youth Bureau  
2018-2020 RFP  
Frequently Asked Questions**

**Q: What are the match amounts for IIK and OCFS awards?**

**A:** IIK requires a 35% match. If you are requesting \$45,000, the match would be \$24,231 for a total program amount of \$69,231/year. There is no match requirement for OCFS.

**Q: What is an allowable match for IIK programs?**

**A:** Local cash matches and private donations are allowed. Federal, state and in-kind matches are not allowed.

**Q: What is the maximum amount you can apply for under IIK and OCFS award?**

**A:** Programs may apply for a maximum of \$45,000 for each year of the RFP. Awards will be in the \$30,000-\$45,000 range.

**Q: If the anticipated award range is \$30,000-\$45,000 for IIK awards, is that representative of the full program cost with the match, or just requested funds?**

**A:** The anticipated award range of \$30,000-\$45,000 does not include your agency's match.

**Q: Do you only indicate a budget of \$45,000 + match (if IIK) even though the total program operating cost is higher?**

**A:** Yes. On your budget, please only include the amount that you are requesting plus your match if applicable.

**Q: What is the maximum amount on all fringe benefits?**

**A:** There is a 25% maximum on all fringe benefits.

**Q: Could you give examples of "cross-jurisdictional activities?"**

**A:** Any interrelated activity or service offered throughout multiple sites and municipalities in order to improve overall efficacy.

**Q: My program runs on a school schedule. Is it ok if my program stops running during July and August during the summer months?**

**A:** No. Services must be offered to youth every month throughout the calendar year.

**Q: Is there a certain model that programs should follow in order to be considered eligible for funding?**

**A:** Pages 2-5 of the IIK RFP and pages 5-8 of the OCFS RFP outline the program criteria and eligibility requirements.

**Q: Can I submit an application for both IIK and OCFS award for the same program?**

**A:** No. We ask that you choose either IIK or OCFS and apply only to one funding stream for each program.

**Q: Can an agency that is currently funded, be funded again for the same program at the same location?**

**A:** Yes. The agency would still be eligible to apply for funding for the same program.

**Q: When the RFP refers to “juvenile justice system,” what ages are included in this classification?**

**A:** All youth under the age of 21 are included.

**Q: How are collaborative applications evaluated that are implemented between two organizations?**

**A:** The application would be evaluated under the lead agency name according to the evaluation structure on page 4 of the RFP.

**Q: If a program is implemented in three different communities, would this require three separate applications.**

**A:** No, one application could be submitted listing the three communities as separate sites as long as the same problem/need is being addressed.

***\*A note on equipment purchases:***

Please note that it is not the intention of the Westchester County Youth Bureau to fund equipment purchases. However, if your program is funded and equipment is needed for programming purposes, exceptions can be made on a case-by-case basis with prior approval.