

Adult Reentry Grant (ARG) Cohort 4 Grant Program

Request for Proposals

QUESTIONS AND ANSWERS

UPDATED 2/27/2025

1. Can applicants add a goal to the Project Work Plan Attachment, since we have four goals, but there is only space for three?

Answer: Applicants may add lines to the Work Plan document to add additional goals. Per the Work Plan instructions on page 56 of the RFP, completed plans should identify the project's top goals and objectives.

2. We have sent our application to Registry of Charitable Trusts, it shows in their system however, still not processed will that be a problem?

Answer: Per the RFP on page 7, applicants must meet the eligibility criteria *at the time of application*.

3. Is ARG funding intended only for single individual residences?

Answer: The RFP does not specify single individual residences as the only type of housing that can be funded. Please find additional information about allowable and unallowable costs on page 12 of the RFP and in the BSCC Grant Administration Guide: <https://www.bscc.ca.gov/wp-content/uploads/BSCC-Grant-Admin-Guide-July-2023.pdf>

4. In the BSCC 2023 Grant Administration Guide health insurance is mentioned under both direct and indirect costs. Could you clarify which personnel benefits are allowable as direct costs and which should be categorized as indirect for personnel directly assigned to the project?

Answer: Per the RFP, attachment A, Budget Line-Item Instructions on page 50, indirect costs are shared costs that cannot be directly assigned or identified to a particular activity but are incurred and necessary to the operation of a grantee organization and the performance of the project. Indirect cost guidelines can be found in the BSCC Grant Administration Guide: <https://www.bscc.ca.gov/wp-content/uploads/BSCC-Grant-Admin-Guide-July-2023.pdf>.

Examples of indirect costs include, but are not limited to, rent and utilities, office supplies, administrative salaries and fringe benefits (such as managerial, clerical, accounting, human resources, and information technology). Personnel costs associated with staff directly assigned to the grant should be included in direct costs.

5. This question is about the overlap between cohorts:

Our organization is planning to expand on an existing ARG Cohort 3 project. In the Salaries and Benefits line item, would we request 3 years of funding for some case managers but only 2.5 years for others, since some are already covered under Cohort 3 contract? Same with the Rental Assistance Direct Housing Costs - shall we request these for 2.5 years, to start once Cohort 3 expires, or would the panel like to see the complete picture of our program over 3 years?

Answer: Applicants should include a budget that covers projected expenditures for the entire grant period. Do not include expenditures that are covered by another funding source. Overlap issues will be addressed post award.

6. If you want to apply for dual counties do you do separate or combined applications?

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Answer: Applicants must choose one primary county service area and select the corresponding Applicant Region. Applicants cannot compete in more than one region and cannot submit more than one application.

7. Is the use of independent contractors allowable for the direct services expenses of this grant?

Answer: Yes, an independent contract may provide direct services on this grant. Be advised that all grant agreements are governed by the laws of the State of California. Grantees must comply with all applicable State labor laws related to independent contractors.

UPDATED 2/19/2025

1. Are employment subsidies an allowable cost if we're running an employment services program?

Answer: Yes, employment subsidies are an allowable cost. For more information about allowable and unallowable costs, justifications and advance approvals, please refer to the BSCC Grant Guide: <https://www.bscc.ca.gov/wp-content/uploads/BSCC-Grant-Admin-Guide-July-2023.pdf>

2. Is construction and/or development of new housing units an allowable cost?

Answer: No, ARG funds may not be used for the construction of a housing project. The ARG RFP specifies that grant funds may not be used for “refurbishing or rehabilitating a dwelling” or for “the acquisition of real property.” Additionally, the BSCC Grant Administration Guide lists “Real Property and Improvements” as prohibited expense items, to include the following: “expenses for real property, including land, land improvements, structures and their attachments, and structural improvements and alterations.” Please refer to the BSCC Grant Guide for more information: <https://www.bscc.ca.gov/wp-content/uploads/BSCC-Grant-Admin-Guide-July-2023.pdf>

3. Is case management software an allowable cost?

Answer: Yes, case Management software is an allowable cost. For more information about allowable and unallowable costs, justifications and advance approvals, please refer the to the BSCC Grant Guide: <https://www.bscc.ca.gov/wp-content/uploads/BSCC-Grant-Admin-Guide-July-2023.pdf>

4. How much time is allowed for start up?

The BSCC recognizes that projects may need time to start up a project or ramp up services. While there is not a specific timeline prescribed, applicants should consider reasonableness.

5. Are sober living environments allowable housing placements?

Answer: Yes. Sober Living Environments, if chosen by the participant, can be part of the transitional housing process that leads to permanent housing.

6. Are fiscal sponsors able to claim indirect costs?

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Answer: A fiscal sponsor may not charge a sponsorship or administrative fee as a direct or indirect cost to the grant. However, the fiscal sponsor, as the grantee in the grant agreement, may recover indirect costs based on eligible project costs as addressed in the RFP and BSCC Grant Administration Guide.

7. Are applicants required to submit separate Project Work Plan if applying for funding for warm handoff and rental assistance under ARG Cohort 4 RFP?

Answer: No, applicants will use the same work plan for both components. Applicants may add additional goals to the document as needed.

8. If the potential participant is over 18, can the CA Youth Authority or Division of Juvenile Justice be considered a “State Prison” for the purpose of defining eligible participants?

Answer: While previous incarceration in an adult state correctional facility is a requirement for eligibility and must be the target population for ARG projects, grantees are encouraged to discuss exceptions on a case-by-case basis with their assigned Field Representative.

8. Do you limit an organization's request amount based on its budget size? In other words, if our annual budget is \$2 million, is there an ask amount that you would consider to be too high in proportion to our budget?

Answer: No, the BSCC does not limit the amount of funds an applicant can request on budget size. Please refer to the Budget Rating Factors listed on page 33 of the RFP.

9. We noticed that other funding streams have pushed back grant application deadlines due to the Los Angeles fires. Is this something BSCC plans to do?

Answer: No, the due date for submission of ARG proposals is 5:00 p.m. PST on March 3, 2025.

10. Are applicants required to include subcontracts or memoranda of understanding (MOU) in the application? If yes, where do applicants upload MOUs in Submittable portal?

Answer: No, neither subcontracts nor MOUs are to be submitted with the grant proposal. Once awarded, BSCC staff will follow up with grantees on required supporting documentation.

11. How is “recently released from state prison” defined?

Answer: Authorizing statute does not define this term. Anyone who was previously incarcerated in an adult state correctional facility is eligible for ARG-funded services. Whenever possible, grantees should give priority to individuals who are recently released or under parole supervision.

UPDATED 2/10/2025

IMPORTANT – UPDATE TO INDIRECT COST GUIDELINES

If an applicant organization has a federally approved indirect cost rate, the applicant may request reimbursement for costs up to the organization’s indirect cost rate not to exceed 20 percent of total direct costs. If the applicant organization does not have a federally approved

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indirect cost rate, the applicant may request reimbursement for indirect costs **not to exceed 10 15 percent** of total direct costs. Organizations will be required to provide a methodology or list of costs/activities to support the indirect cost being charged to the grant. Please review the Budget Line-Item Instructions included in the Project [Budget Attachment](#) (Attachment A, starting on page 49 of the RFP).

PROPOSAL SUBMISSION

1. When are the ARG proposals due?

Answer: Grant proposals must be received by **5:00 PM (PST) on March 3, 2025**. If the BSCC does not receive a submission by 5:00 p.m. (PST) on March 3, 2025, the proposal will not be considered for funding.

2. Where can applicants download the RFP materials?

Answer: Applications must be submitted through the BSCC Submittable Application portal. The BSCC Submittable Application Portal, RFP, and all required attachments are available on the BSCC website at https://www.bscc.ca.gov/s_argrant/.

3. If an applicant submits a proposal early and later wants to update something, is that allowable as long as it is done before the due date?

Answer: Applicants will not be able to edit a proposal once it has been submitted, but they can submit a new proposal by the due date. Once the application period has closed, BSCC will contact the applicant to make sure the correct proposal moves forward in the process. Please read the submission instructions on Page 5 of the [RFP](#).¹ It is recommended that the “save draft” feature be used in the BSCC Submittable Application.

4. When are Letters of Intent Due?

Answer: Letters of Intent are requested by January 17, 2025. Please submit Letters of Intent to argcohort4@bscc.ca.gov. Failure to submit a Letter of Intent is not grounds for disqualification. Prospective applicants who submit a Letter of Intent and decide later not to apply will not be penalized. Please refer to page 6 of the [RFP](#).

5. Should the letter of intent include info about prospective subcontractors?

Answer: No, applicants are not required to address prospective subcontractors in their Letter of Intent.

6. Will the BSCC provide feedback on the Letters of Intent to better align to the

¹ All page references are to the [ARG Request for Proposals \(RFP\)](#) unless otherwise stated.

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RFP?

Answer: No, BSCC staff will not provide any feedback regarding Letters of Intent. The Letters of Intent are only used to aid BSCC in planning for the proposal evaluation process.

7. Do applicants have to submit two proposals and two budgets, one for Warm Handoff and one for Rental Assistance?

Answer: No, applicants should only submit one proposal and one budget. This RFP combines the Warm Handoff/Reentry and Rental Assistance (Housing) components into one grant, and thus, one application. Please refer to the Project Description section on pages 11-15 of the [RFP](#).

8. Is the applicant required to have a formal agreement with the California Department of Corrections and Rehabilitation (CDCR)?

Answer: No, there is no requirement for applicants to have a formal agreement with the CDCR.

9. How many organizations will be selected for this RFP? Will there be any future grants for applicants not selected for this Cohort?

Answer: The number of organizations selected for awards is not predetermined. Once the proposals have been scored and ranked, BSCC will move down the ranked lists to fund all qualified applicants until all funds allocated to this RFP are exhausted. Please refer to page 26 of the [RFP](#) for the Proposal Rating Process. Future funding opportunities have not been determined at this time.

10. When is the expected award date?

Answer: The BSCC Board is expected to consider funding recommendations on June 19, 2025 and applicants will be notified of results shortly thereafter. The grant period for successful grantees will tentatively be July 1, 2025. Please refer to page 28 of the RFP for an estimated timeline of events.

11. Will only one award be made for each county?

Answer: No, multiple awards may be made within a county. The applicant determines in which Applicant Region a proposal will compete.

12. Are there going to be different ratings for smaller and larger organizations in the same counties?

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Answer: No, the same Rating Factors will be used to rate and score all proposals. Please refer to page 26 of the [RFP](#).

13. Are proposals reviewed by multiple reviewers to arrive at a final score, or by a single reviewer?

Answer: Proposals will be rated by multiple members of the Executive Steering Committee/Scoring Panel. Rating scores are added together for a Total Score. Please refer to the BSCC Executive Steering Committee Process on page 3 of the [RFP](#).

14. When is the earliest an application may be submitted?

Answer: This RFP was released on November 22, 2024. Applications may be submitted at any time between that date and the proposal due date of 5:00 PM (PST) on March 3, 2025. Proposals **will not** be accepted after **5:00 PM (PST) on March 3, 2025**.

15. Will there be technical assistance available in preparing an application?

Answer: If an applicant experiences technical difficulties with submitting a proposal through the Submittable portal, please submit a Help Ticket through Submittable, as BSCC does not control that site. Also please email the BSCC at: ARGCohort4@bscc.ca.gov and call the BSCC main line at (916) 445-5073 and ask to speak to someone about the ARG RFP process. Be advised that applicants contacting Submittable and/or the BSCC on the due date may not receive timely responses. **Please allow sufficient time for Submittable and BSCC to provide technical assistance.**

16. Is there an option within the Submittable portal for a Bibliography, or should references be listed within the narrative, counting against the word limit?

Answer: Yes, applicants who wish to provide a bibliography should enter it into the field marked "OPTIONAL: Bibliography" in the Submittable on the application form. The bibliography field has its character limit separate from the other sections of the proposal narrative. Please refer to page 30 of the [RFP](#).

17. Does the Project Work Plan (Attachment B) count towards the character limits for the proposal narrative? Is there a page limit for the Work Plan? Will this be submitted (uploaded) in Word format?

Answer: No, the Project Work Plan is a separate attachment and does not count toward the character limits for the proposal narrative. There is no page limit for the Project Work Plan; the form will expand as information is added. The Project Work Plan form is available as a Word document at: [ARG Cohort 4 Project Work Plan](#), but may be uploaded to the application as a Word or PDF document.

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18. What is the maximum page length of the proposal narrative?

Answer: Each section of the Proposal Narrative (e.g., Project Need, Project Description) has its own character limit, each of which equates to an approximate number of pages. Please refer to page 29 of the [RFP](#) for the character limit for each section of the narrative.

19. Do characters limits for the proposal narrative sections include spaces?

Answer: Yes, spaces count towards character limits. [The BSCC Submittable Application Portal](#) includes an automatically enabled character counter. This feature shows the number of characters used and the remaining number of characters before the limit is met. If the limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit." Applicants are prohibited from submitting the application until they comply with all character limit requirements.

20. Do Attachments C and D, which require signatures, have to be uploaded as word docs? Are e-signatures accepted on Attachments C and D?

Answer: Attachments [C](#) and [D](#) may be submitted as Word or PDF files. Yes, certified electronic signatures are acceptable for these documents.

21. Are exhibits permissible in the grant narrative?

Answer: No, applicants may only enter text into the proposal narrative sections.

22. Does the application system permit any additional attachments beyond those listed to help illustrate the program procedures or approach? Are letters of support or letters of collaboration accepted? Can charts or pictures be uploaded?

Answer: No, only the attachments required or specified as optional may be uploaded as part of the proposal. Additional attachments will not be accepted or considered in rating proposals.

23. Can BSCC mail a printed copy of the RFP or the Grant Administration Guide, if requested?

Answer: Yes, BSCC can mail printed copies of the RFP or Grant Administration Guide to prospective applicants or grantees upon request. The RFP may be downloaded from the BSCC website here: [RFP](#), and the Grant Administration Guide may be downloaded from the BSCC website here: [BSCC Grant Administration Guide](#).

ELIGIBILITY

1. I work for a city that partners with various non-profits/CBOs for different grants. Can the city be the applicant on this grant, or is it only open to non-profits/CBOs?

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Answer: No, a city cannot apply for this grant directly. Please refer to page 8 of the RFP. Eligibility for ARG funding is limited to Community-Based Organizations (CBOs). A city could, however, be a partner on the grant through a subcontract.

2. Can government entities, including county detention facilities, apply for ARG?

Answer: No, eligibility for ARG funding is limited to Community-Based Organizations (CBOs). Please refer to page 8 of the [RFP](#). A government entity or county detention facility could, however, be a partner on the grant through a subcontract.

3. For a government agency to participate in the grant, must they partner with a CBO?

Answer: Yes, government agencies can only participate in this grant as subcontractors to an eligible CBO applicant.

4. Are current Cohort 3 grantees eligible to apply under the Cohort 4 RFP?

Answer: Yes, Cohort 3 grantees are eligible to apply for Cohort 4 funding, as long as they can track the two funding streams separately and prevent duplication of services or billing.

5. How does timing work for Cohort 3 grantees relative to continued expansion of current services? Can those services that are already funded kick off when Cohort 3 ends?

Answer: Yes, a Cohort 3 grantee may apply for a Cohort 4 grant to fund the expansion of current services, as long as the organization has the capacity to track the two funding streams separately and prevent duplication of services or billing.

6. If an organization is pending its 501(c)(3) status approval, can they still apply?

Answer: No, eligibility for ARG funding is limited to CBOs that meet all of the eligibility criteria (including 501(c)(3) status) at the time of the application and for the duration of the grant term. Please refer to page 8 of the [RFP](#).

7. Can a subcontractor with the probation department apply for this grant?

Answer: Eligibility for ARG funding is limited to CBOs that meet all eligibility criteria at the time of application and for the duration of the grant term. Please refer to page 8 for eligibility criteria.

8. If an organization is not in good standing currently with the Registry of Charitable Trusts, does that disqualify them from applying for this round of funding?

Answer: Yes, if the organization is required to register with the Registry of Charitable Trusts, then it must be in good standing. Eligibility for ARG funding is limited to CBOs that meet all eligibility criteria at the time of application and for the duration of the grant term. Please refer to page 8 of the [RFP](#) for eligibility criteria.

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9. If an organization was not in good standing with the Registry of Charitable Trusts until November 2024, will that disqualify them?

Answer: Yes, the requirement that a CBO must be in good standing for at least 12 months prior to the proposal submission deadline applies to all applicable government entities necessary for a CBO to operate legally in California. This means that the CBO must have been in good standing with the Internal Revenue Service (IRS), the California Franchise Tax Board, the California Secretary of State's Office, and the California Office of the Attorney General for at least 12 months before the deadline of March 3, 2025. Please refer to page 8 of the [RFP](#) for eligibility criteria.

10. If our organization has been in existence for more than 12 months but the “project” we are seeking funding for is new, would that meet the requirements?

Answer: Yes, the eligibility criteria apply to the CBO applicant, not to the “project.”

11. What certificates and/or licenses are needed to qualify?

Answer: It is up to the applicant to determine which certificates and/or licenses are needed, depending on local business license requirements and on the services that are provided. Please refer to page 8 of the [RFP](#).

12. Could you clarify what is meant by “in good standing?” Specifically, does the 12-month requirement apply to both IRS 501(c)(3) status and state registration with the California Secretary of State?

Answer: The requirement that a CBO must be in good standing for at least 12 months prior to the proposal submission deadline applies to all applicable government entities necessary for a CBO to operate legally in California. This means that the CBO must have been in good standing with the Internal Revenue Service (IRS), the California Franchise Tax Board, the California Secretary of State's Office, and the California Office of the Attorney General for at least 12 months before the deadline of March 3, 2025.

13. If your CA status is suspended at the time of application, however suspension is being rectified and application for reinstatement is being reviewed, can you still apply?

Answer: No, eligibility for ARG funding is limited to CBOs that meet all eligibility criteria at the time of application and for the duration of the grant term.

14. My non-profit is in several states including CA. We have been in good standing federally for 22 years, but new to CA. Are we eligible to apply?

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Answer: No, eligibility for ARG funding is limited to CBOs that meet all eligibility criteria at the time of application and for the duration of the grant term. Please refer to page 8 of the [RFP](#).

15. Is it necessary to have a “physical” office space in order to be eligible?

Answer: Yes, applicants must have a physical address in California. A P.O. Box, for example, does not meet this requirement. The applicant may fulfill this requirement by sharing space with another organization, as long as a formal agreement is in place. Please refer to page 8 of the [RFP](#).

PAST PERFORMANCE

1. Can applicants who have relinquished previous BSCC grants apply?

Answer: Please refer to page 19 of the [RFP](#). Applicants who have relinquished previous BSCC grants are eligible to apply, but be advised that the BSCC may elect not to enter into a Grant Agreement with your organization if any of the following are true:

- The organization had a BSCC grant terminated in the past three years.
- The organization has overdue deliverables that have not been submitted.
- The organization has unpaid financial obligations due to BSCC.

2. Does prior performance or prior award of BSCC grants impact the review of proposal or award of Cohort 4 grants?

Answer: Please refer to page 20 of the [RFP](#). BSCC may elect not to enter into a Grant Agreement with your organization if any of the following are true:

- The organization had a BSCC grant terminated in the past three years.
- The organization has overdue deliverables that have not been submitted.
- The organization has unpaid financial obligations due to BSCC.

SERVICE AREA VS. APPLICANT REGION

1. What is the difference between a primary county service area and an applicant region?

The Executive Steering Committee chose to award funds regionally, dividing the state into four regions as defined by the chart on page 16 of the [RFP](#). The **Primary County Service Area** is the specific county where your project will take place. The **Applicant Region** is the part of the state that includes your specific county or Primary County Service Area.

For example: applicant ABC organization is located in Bakersfield and wants the grant to primarily serve Kern County. Based on the chart on page 16 of the [RFP](#), applicant ABC's

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Primary County Service Area would be Kern County and its Applicant Region would be Southern Counties. Thus, the applicant would select “**Southern California County**” as the “**Region to be Served**” on the application form in the Submittable Application portal.

Please note that applicants within each region will compete independently of the other regions. Applicants cannot compete in more than one region.

2. If an applicant’s Primary Service Area encompasses more than one county, does the applicant have to choose just one county to serve?

Answer: Applicants may service multiple counties, but for this RFP, they must select a “primary” county in order to determine the Applicant Region for the grant competition. Please refer to page 16 of the [RFP](#). Please note that applicants within each region will compete independently of the other regions and cannot compete in more than one region.

3. Can an applicant compete in different regions?

Answer: No, applicants cannot compete in more than one region. Please refer to page 16 of the [RFP](#).

4. Please define "primary county service area."

Answer: Please refer to the response in question #1 above.

5. When we choose our region, we MUST serve a county or counties within that region but not ALL counties in that region AND, we may also serve clients who live in other counties, correct?

Answer: Yes, that is correct. While applicant must choose a “primary county service area” within which they plan to provide services, they may provide services in counties other than the primary county service area, but the grant project must be focused primarily in the county region in which they compete. Please refer to page 16 of the [RFP](#).

SUBCONTRACTING

1. Can government entities be a subcontractor on a grant?

Answer: Yes, a government entity may be a subcontractor on the grant with the CBO as the primary recipient. Please refer to page 8 of the [RFP](#).

2. Can one organization be a subcontractor on multiple grant applications?

Answer: Yes, an organization may be a subcontractor on multiple grant applications. However, if that organization is also applying directly, then it may only subcontract on a maximum of two (2) additional proposals. If an applicant intends to apply directly and also subcontract on another proposal, the proposals must fund separate and unique activities. An applicant may not be a subcontractor on their own proposed project.

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- 3. Can you be a subcontractor on multiple (more than 2) grant applications if you provide training and education material to the main applicant?**

Answer: Please refer to the answer to question #2 above.

- 4. Can a non-profit 501(c)(3) provide professional services as a subcontractor?**

Answer: Yes, a 501(c)(3) may provide professional services as a subcontractor.

FISCAL SPONSORSHIP

- 1. Does the time an organization that was under fiscal sponsorship count towards the 12 months of good standing?**

Answer: No, time spent under fiscal sponsorship does not count toward the 12 months of good standing. CBOs must have been independently organized, in existence, and in good standing, for at least twelve (12) months prior to March 3, 2025.

- 2. Are you able to apply with a fiscal sponsor if you are a for-profit service provider?**

Answer: No, you cannot apply with a fiscal sponsor if you are a for-profit service provider. Fiscal sponsors may only apply for ARG funds to support projects that have charitable purposes. Please refer to pages 8-9 of the [RFP](#). Projects led by for-profit entities do not meet the definition of projects “that have charitable purposes.” Additionally, the authorization legislation of the ARG program mandates that funds be awarded to community-based organizations.

- 3. If an organization’s 501(c)(3) status is pending, can it use a fiscal sponsor?**

Answer: Yes, an applicant may apply with a fiscal sponsor while determination from the IRS on its 501(c)(3) status is pending.

- 4. Are fiscal sponsors able to claim indirect costs?**

Answer: A fiscal sponsor may not charge a sponsorship or administrative fee as a direct or indirect cost to the grant. However, the fiscal sponsor, as the grantee in the grant agreement, may recover indirect costs based on eligible project costs as addressed in the RFP and BSCC Grant Administration Guide.

BUDGET, ADVANCE PAYMENTS and AUDITS

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- 1. The 10% advance payment will not cover the 60 days which are always in arrears. Is it possible to increase that amount and deduct the advance from each month's invoice before reimbursement? Can BSCC adjust the reimbursement to be recovered in 11 or 12 monthly payments until the advance is repaid?**

Answer: Successful applicants will be able to request up to 10% of the grant award as an advance at the start of the grant. Grantees will not be required to “pay back” the advance.

For example, A grantee receives an advance payment of \$10,000. Then grantee submits an invoice for \$4,000 for eligible expenses. 50% of the invoice amount (\$2,000) is credited toward the advance. The remaining \$2,000 is paid to the grantee. The remaining Advance Payment to be “spent down” is \$8,000. The grantee submits another invoice for \$6,000 for eligible expenses. 50% of the invoice amount (\$3,000) is credited toward the advance. The remaining \$3,000 is paid to the grantee. The remaining Advance Payment to be “spent down” is now \$5,000.

This process continues with each invoice until the entire \$10,000 advance is accounted for as spent. Once the advance is “spent,” future invoices will be paid in full without any further deductions. Please refer to page 21 of the [RFP](#) for specific details pertaining to the advance payment and invoicing processes.

- 2. Is it possible to increase the 10% of the total award advance amount and can the BSCC reduce the amount reimbursed on each invoice?**

Answer: No, the 10% is the maximum as established in the RFP. BSCC will then deduct a minimum of 50% of each invoice until the advance is reimbursed. Please refer to page 21 of the [RFP](#) for specific detail of the advanced payment and invoicing.

- 3. Is the advance automatic?**

Answer: No, the grantee must request the one-time advance payment. Grantees requesting advance payment may be required to submit documentation that supports the need for advance payment.

- 4. Is the 10% one-time advance payment a portion of the budget or based on the total award?**

Answer: The 10% one-time advance payment is based on the total award at the start of the grant period.

- 5. How will the grant be paid for over the 3-year agreement?**

Answer: With the exception of the one-time advance payment, grant funds are disbursed on a reimbursement basis for costs incurred during a reporting period. Grantees must

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submit invoices to the BSCC on either a monthly or quarterly basis through the online process. Grantees will choose between monthly or quarterly invoices at the time they sign the grant agreement. The agreement will include a payment schedule with deadlines for submitting invoices.

6. Is Rental Assistance included in the total budget when calculating indirect cost?

Answer: Yes, the indirect cost rate is calculated based on the award's total direct costs, which includes rental assistance.

7. Will BSCC consider raising the de minimis to 15%, per the new OMB guidance?

Answer: Yes, the BSCC will consider the new federal de minimis OMB guidance. If an applicant organization has a federally approved indirect cost rate, the applicant may request reimbursement for costs up to the organization's indirect cost rate not to exceed 20% of total direct costs. If the applicant organization does not have a federally approved indirect cost rate, the applicant may request reimbursement for indirect costs not to exceed 15% of total direct costs. Organizations will be required to provide a methodology or list of costs/activities to support the indirect cost being charged to the grant. Please review the instructions tab included in the [Budget Attachment](#) document.

8. Is it possible that funding will be awarded in a reduced amount? If grants awarded by top score exhaust one category of the statute defined funds, how will subsequent awards be made?

Yes, it is possible that some applicants will be offered reduced or partial amounts. As detailed on page 27 of the RFP, if funding remains in one or more Applicant Regions, the following will occur:

- 1) Remaining funds will be used to provide funding to applicants in other Applicant Regions. Funding priority will be given to the highest scoring partially funded applicant, amongst all Applicant Regions.
- 2) If funding remains after all partially funded applicants have been fully funded, the remaining funds will be used to fund, fully or partially, any additional qualified applicants. Funding priority will be given to the remaining highest scoring applicants, amongst all Applicant Regions.

9. Is there a match requirement?

Answer: No, there is no match requirement.

10. Should invoices be submitted in the quarter or month you incurred the expense?

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Answer: Grantee will choose whether they want to submit invoices on a monthly or quarterly basis before the grant agreement is signed. Invoices should reflect the expenses on the invoice for the quarter or month in which the expenses were incurred/paid out (on a cash basis). The grant agreement will include a payment schedule with deadlines for submitting invoices. Please refer to page 21 of the [RFP](#).

11. Are there any percent limits for budgeting on specific budget line items (Direct Services, Subcontractors, Professional Services, etc.)?

Answer: No, there are no limits set on specific budget line items.

12. Is there a minimum or maximum dollar amount or percentage cap tied to the required external evaluation?

Answer: No, but it is highly recommended to budget a minimum of 5 percent of the total grant award for data collection and evaluation efforts. These efforts include the resources necessary to complete the QPRs, develop and write the LEP, implement the LEP and analyze the data, and write the required LER. Please refer to page 19 of the [RFP](#).

13. For the auditing requirement, will the audit be just for this one BSCC grant?

Answer: Yes, grantees are required to provide the BSCC with a program-specific compliance audit that covers the three-year service delivery period of the grant (July 1, 2025 to June 30, 2028). The program specific compliance audit shall be performed by a Certified Public Accountant. Expenses for the final audit may be reimbursed with grant funds for actual costs up to \$25,000. Please refer to page 22 of the [RFP](#).

14. Are applicants required to submit a single budget covering the two categories of RA and WHO or should applicants submit two separate budgets?

Answer: The budget template is designed as one budget for the entire duration of the proposal. Applicants must submit **one budget** that includes Rental Assistance and Warm Handoff/Reentry expenses using the budget template. The budget template has a specific section for Rental Assistance expenses. All Rental Assistance expenses should be detailed in the Rental Assistance section. All other sections of expenses are categorized as Warm Handoff/Reentry expenses. Please refer to the Budget Attachment Instructions tab in the [Budget Attachment](#) Excel document for additional instructions.

15. If you purchase a vehicle or other fixed assets, can it be expended in the 1st year?

Answer: Yes, the BSCC Grant Administration Guide provides guidance on fixed assets expenses. Please refer to pages 33-35 in the [BSCC Grant Administration Guide](#).

16. If the vehicle is not 100% dedicated to BSCC, will that be an issue?

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Answer: If a vehicle is not solely dedicated for ARG purposes, then organizations will need to provide a methodology compliant with Generally Accepted Accounting Principles (GAAP) detailing the expenses.

17. Can you purchase a used vehicle?

Answer: It depends. Grantees must provide justification for the purchase of the vehicle. An organization may request the purchase of a used vehicle if they can demonstrate a grant-related need and address other criteria Proposal Narrative Rating Factors beginning on page 26 of the [RFP](#).

18. Should the budget include deposits for all new lease agreements submitted? How are the deposits utilized in case a participant damages their room? How are deposits tracked and when the participant moves out what do we do with the deposits?

Answer: Yes, deposits for new lease agreements are allowable expenditures and should be included in the proposed budget. Grantees must establish and maintain documented accounting policies and procedures. At a minimum, these policies and procedures should ensure that the organization provides adequate safeguards for grant funds. The accounting system should conform to Generally Accepted Accounting Principles (GAAP). All deposits should be tracked through an organization's accounting system and documented as a part of the case management process for each participant.

19. Does the approval process for Expenditures that Require Special Approval occur after the award is extended?

Answer: Yes, approval for items that require special approval (e.g., meals, incentives, participant support) may be submitted once the award has been made and the grant agreement has been executed. These items may be included in the proposal budget, but special approval must be received before purchasing such items. Please refer to page 15 of the [RFP](#).

ARG PROGRAM COMPONENTS

1. Are applicants required to submit two separate proposals and two separate budgets, one for Warm Handoff and one for Rental Assistance?

Answer: No, applicants must submit one proposal and one budget that addresses both the Warm Handoff/Reentry and the Rental Assistance/Housing components of the Adult Reentry Grant Program. Please read the ARG Project Design section on 11 of the [RFP](#).

2. For Warm Handoff funding does it matter how long the people you serve have been out of custody?

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Answer: No, but they must have been incarcerated in the California state prison system. The target population is anyone 18 and over released from a California state prison, with priority given to those released to state parole.

3. Do you prefer collaborations between organizations?

Answer: Collaboration is not required; however, collaboration and coordination are included under some rating factors, which are outlined on page 26 of the [RFP](#).

4. Will this cover assistance such as hotel expenses, transportation, and mental health to those being served?

Answer: Yes, hotel expenses, transportation, and mental health are allowable costs. Please refer to Tables 2 and 3 on pages 12-13 of the [RFP](#).

5. Is case management a part of this grant?

Answer: Specific services needed will be determined by your project design and needs of participants. Case Management is one of several examples of allowable expenditures, but it is not required. For specific requirements your proposal should address, please refer to the rating factors on page 26 of the [RFP](#).

6. We provide high impact tutoring for adults to assist them in getting a high school diploma or GED. Does this Cohort cover this kind of reentry service?

Answer: Yes, ARG can fund a variety of reentry services as part of a continuum of care that builds self-sufficiency, so long as the activities can be tied to the grant. For example of eligible grant expenditures, please refer to Tables 2 and 3 on pages 12-13 of the [RFP](#).

7. If the program is not yet 12 months old by March 5th will there be another Cohort prior to the three-year termination of Cohort 4?

Answer: The availability of additional cohorts depends on the allocation of ARG funding by the Legislature. If the Legislature provides additional funding, there may be opportunities for new cohorts before Cohort 4 ends. However, this is contingent on future legislative decisions and cannot be guaranteed at this time.

8. What about individuals serving their prison terms in county jails? And what about individuals in prison?

Answer: Services are limited to individuals who have served time in the California state prison system.

9. Is there a staff ratio requirement?

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Answer: No, there is no staff ratio requirement. However, the staffing and budget are rated for reasonableness under Project Organizational Capacity and Coordination. Please refer to the rating factors on page 26 of the [RFP](#).

10. What source documentation will be required to verify a participant's state prison incarceration?

Answer: A California Department of Corrections and Rehabilitation (CDCR) number is acceptable.

11. Can you serve multiple counties?

Answer: Yes, while applicant must choose a "primary county service area" within which they plan to provide services, they may provide services in counties other than the primary county service area, but the grant project must be focused primarily in the county region in which they compete. Please refer to page 16 of the [RFP](#).

12. CalAIM-ECM and CS services. Some of the services are very similar to what is a service in this grant. Would that be a conflict?

Answer: If the applicant proposes leveraging funds from another source, documentation must be maintained to ensure supplanting or duplicate billing does not occur. For information on supplanting, please refer to page 22 of the [RFP](#).

13. Is "compassionate release" a form of parole?

Answer: The ARG authorization legislation does not distinguish between different types of release. The target population is anyone 18 and over released from a California State Prison, with priority given to those released to state parole. Please refer to page 11 of the [RFP](#).

14. Does the state prison have to be in CA, or could they come from another state and move to CA?

Answer: Per the Budget Act, the target population is anyone 18 and over released from a California state prison, with priority given to those released to state parole. On a case-by-case basis and with BSCC approval, programs may serve individuals who have come from out of state, but this should not be the primary service population. Please refer to page 11 of the [RFP](#).

15. Would non-citizens qualify for ARG-funded services?

Answer: Yes, the target population is anyone 18 and over released from a California state prison, with priority given to those released to state parole. Please refer to page 11 of the [RFP](#).

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16. If an applicant only wants to apply for Warm Handoff funding, must they also address Rental Assistance/Housing in our proposal?

Answer: Yes, at a minimum, your proposal must address how the housing needs of your program participants will be met if not by your organization. For example, you could describe a continuum of care that connects participants to housing services as needed by the participant.

17. Is an applicant required to provide both Warm Handoff and Rental Assistance?

Answer: To qualify for an Adult Reentry Grant, an applicant must address both types of services and make sure both are available to clients. If an applicant provides only one component, they may elect to partner with another organization for the other component. For more information, please refer to page 11 of the [RFP](#).

18. If an applicant's services do not include housing, must they propose ways to connect the client to housing services or collaborate with a housing assistance program?

Answer: Yes, even if your proposed project does not include housing, at a minimum, your proposal narrative should address how that need will be fulfilled. For example, your proposal could highlight your collaborations or connections with other providers or entities that provide housing. However it is addressed, all project proposals must address the continuum of care from reentry to permanent housing.

19. If an applicant is providing Warm Handoff services and partners with another organization that is providing Rental Assistance, must there be a subcontractor agreement in place?

Answer: If ARG funds are to be directed to a partner agency, a subcontract will be required. If the services will be provided on an in-kind basis, a Memorandum of Understanding or other written agreement should be in place. For more information, please refer to page 8 of the [RFP](#).

20. If an applicant operates its own housing programs (transitional and permanent supportive), may BSCC Rental Assistance funds be used to support the operation of those in-house programs?

Answer: Yes, ARG rental assistance funds may be used to operate housing programs that serve the target population. For information on how to ensure supplanting is avoided, please refer to page 22 of the [RFP](#).

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21. In Cohort 3, it was stated that transitional housing was not allowed because of the law change. Has that changed?

Answer: Transitional housing is allowable in ARG Cohort 4.

22. Can we have a stipend for mentors?

Answer: Stipends can be allowed and must be included in your budget proposal and narrative but will require additional approval post contract award. For examples of expenditures that require approval prior to expending, please refer to page 15 of the [RFP](#).

23. What is the definition of “barrier removal services?”

Answer: Barrier removal means the process of reducing or eliminating the obstacles that make it difficult for people returning from incarceration to reenter society. Barriers can include legal issues like outstanding child support, employment opportunity limitations, lack of housing, limited access to education, childcare, healthcare access, vital document possession, among a variety of other obstacles. For a definition, please refer to Appendix C: Glossary of Terms on page 39 of the [RFP](#).

24. How long can housing costs (rent, utility, stipends, etc.) be provided to a participant?

Answer: The duration of services is not defined as it depends upon the needs of a participant and the design of the applicant’s proposed program. Timeframes should be reasonable and justified by need.

25. What is the time limit a participant can live at the transitional housing site?

Answer: This is dependent upon the needs of a participant and the design of the applicant’s proposed program. Timeframes should be reasonable and justified by need.

26. Are organizations that apply to both components prioritized for funding? Or does it make a difference if the other component is explained in the proposal?

Answer: No, there is no priority. All proposals are scored based on responses to the rating factors.

27. If an applicant is using outside rental units, who is responsible for signing the lease?

Answer: This is dependent on the proposed program design.

28. Can the individual rent the apartment and then the grant reimburse the client?

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Answer: Yes, the applicant is responsible for tracking and verifying all expenditures, including reimbursements to clients.

29. Do applicants need to partner with landlords or rental companies?

Answer: Applicants are not required to partner with landlords or rental companies. Whether or not to form such partnerships depends on the program model proposed by the applicant. It is important to design your program based on your organization's strengths and the needs of the target population.

30. Can an applicant partner with non-profits (case management) companies?

Answer: Yes, applicants can choose to partner with such companies so long as they meet the eligibility criteria for subcontractors as outlined on page 8 of the [RFP](#).

31. Can an applicant partner with local housing authorities? Meaning, could a housing authority be a subcontractor?

Answer: Yes, while the direct applicant must be a nonprofit community-based organization, the applicant can partner with local housing authorities. For more information on the eligibility criteria for subcontractors, please refer to page 8 of the [RFP](#).

32. Could a Housing First case management company partner with non-profits?

Answer: Yes, while the direct applicant must be a nonprofit community-based organization, the applicant can partner with a housing first case management company. For more information on the eligibility criteria for subcontractors, please refer to page 8 of the [RFP](#).

33. If we are providing in-house housing solutions at properties we own, then how is the reimbursement rate or rent determined?

Answer: The applicant should determine reasonable rates based on the housing market in which they operate.

34. What are the levels of offense for the eligible client population?

Answer: The level of offense is not a factor in determining client eligibility in the RFP.

35. Would substance use programs (harm reduction) be allowed as a warm handoff service (Behavioral Health Care)?

Answer: Yes, for examples of eligible expenditures, please refer to pages 12-13 of the [RFP](#).

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36. Since clients can stay as long as they need to, is there a model timeframe or a recognized standard for "progressions?"

Answer: No, for the purposes of this RFP, there is no model timeframe or recognized standard. We encourage applicants to identify their own best practices and propose a program strategy.

37. And regarding removing barriers, I would assume that those services are specific to particular clients, do we need to identify ways to address potential barriers in our proposal?

Answer: Applicants should describe their services as identified in Section 2 of the Proposal Narrative Rating Factors on page 32 of the [RFP](#).

38. Are legal services considered reentry services?

Answer: Yes, for examples of eligible expenditures, please refer to pages 12-13 of the [RFP](#).

39. Can continuous housing assistance have requirements attached to it such as sobriety and program participation after their initial housing need is fulfilled?

Answer: The purpose of applying the principles and core components of Housing First is to remove barriers to housing and prioritize client choice. Housing that adheres to the principles of Housing First does not require sobriety or participation in a treatment program, but rather offers services, and engages the participant in weighing their own options, setting goals, and making decisions. For information on Housing First, please refer to page 13 of the [RFP](#).

40. For Rental Assistance, it looks like transitional housing is allowable, but emergency shelter beds are not allowable because they have a shorter timeframe - such as 90 days. Is this accurate?

Answer: Transitional housing means any housing leading to permanent housing that is flexible with lengths of stay, as defined in Appendix C of the RFP. Accordingly, timeframes depend on the needs of a participant and the design of the applicant's program. For more examples of Rental Assistance, please refer to pages 12-13 of the [RFP](#).

41. Rental Assistance can be used for transitional housing, permanent supportive housing and/or permanent housing based on client need and choice for an unspecified length of time, correct?

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Answer: Yes, those are allowable expenditures. Time frames are dependent upon the need of a participant and the applicant's proposed program design. The participant lengths of stay should be reasonable and justified by need.

42. Is the applicant required to coordinate with the local Coordinated Entry System (CoC CES)?

Answer: No, this is not a requirement of the grant.

43. What are the required outcomes for this funding?

Answer: The applicant defines the specific outcomes, including goals and objectives, of their ARG project, and will report those outcomes in their reporting and evaluation requirements. For more information on Data Collection, Reporting, and Evaluation requirements. Please refer to page 18 of the [RFP](#).

44. Is there a list of Continuum of Care (CoC) programs available for applicants to research?

Answer: No, the continuum of care referenced in the ARG RFP does not refer to the CoC Program designed by the U.S. Department of Housing and Urban Development. For purposes of this RFP, the definition of CoC refers to a general program design, so there is not a specific list of CoCs available.

45. Are people with lived experience served by the project permitted to be hired and paid through the ARG budget?

Answer: Yes, the ARG grant does not add restrictions to an applicant's hiring practices. However, an individual may not be a participant or an employee at the same time.

46. Do we as agency need a W9 or 1099 from a landlord that is renting a studio/ADU/room, any living space, because the IRS requires an agency to issue a 1099 to any vendor for any cumulative payment over \$600?

Answer: We recommend that you consult a tax professional for specific guidance.

47. Is there a percentage of staff who need to have lived experience or impacted?

Answer: No, the grant program does not require staff to have a certain percentage of lived experience.

48. Is there a minimum and maximum number of participants is required to serve within the scope of the grant timeframe?

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Answer: No the ARG program does not specify a minimum or maximum number of participants. It is up to the applicant to determine the number of participants they can effectively service within the grant period.

49. Are clients who have a spouse and children eligible to receive housing assistance through ARG?

Answer: Yes, eligible participants may receive assistance regardless of whether they have a spouse or children. A spouse or children may not receive ARG funded services independent of the eligible participant. For example, a spouse or children may live with participant being supported by ARG funds.

50. For WHO/Reentry Services funding does it matter how long a person has been out of custody?

Answer: No, there is not a defined timeline for how long ago a person was released from custody.

51. What is the definition of WHO?

Answer: The ARG ESC defined Warm Handoff as a collaborative continuum of care that includes the participant and their support team when services transition from one provider to another. For examples of eligible WHO expense, please refer to pages 12-13 of the [RFP](#).

52. Can a client receive job readiness training and earn a stipend after they are stabilized?

Answer: Yes, job readiness training is an eligible expenditure. Stipends may also be an eligible expenditure depending on the proposed project and are subject to additional approval prior to expending. Please refer to Eligible Grant Expenditures that Require Special Approval Post Grant Award on page 15 of the [RFP](#).

53. Can a program have “general funds” line item for unexpected purchases?

Answer: No, “general funds” is not allowable as a budget line item. All expenses need to be specific to the program design. Please refer to Attachment A: [Budget Attachment](#), and available on the [ARG website](#).

54. How does an applicant account for the variable of “choice?” For example, what if a person in permanent housing refuses to move toward self-sufficiency?

Answer: It is a program’s responsibility to implement or develop practices to increase participant engagement and/or motivation and include parameters for service eligibility.

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EVALUATION REQUIREMENTS

- 1. Are applicants required to submit a separate budget for completion of the Local Evaluation Report (LER) and compliance audit, covering the period of July 1, 2028 to December 31, 2028, or should it be included in the main project budget submitted with the proposal?**

Answer: It is recommended, but not required, that grantees budget a minimum of 5 percent of the total grant award for data collection and evaluation efforts (refer to page 19 of the RFP). This amount should cover the resources necessary to complete the Quarterly Progress Reports (QPRs), develop and write the LEP, implement the LEP, and analyze data and write the required LER. Applicants should include these costs in the appropriate section of the budget (e.g., if contracting with an outside evaluator, these costs should be included in the Professional Services category). Please review Attachment A, Project Budget, and corresponding instructions in the [Project Budget Attachment](#).

- 2. What is required for evaluation?**

Answer: The grantee is required to complete a Local Evaluation Plan, Local Evaluation Report, and Quarterly Progress Reports, as described on page 17 of the RFP. These activities are separate from the statewide evaluation BSCC will be conducting.

- 3. Will there only be one Quarterly Progress Reports (QPR) submitted for both categories (WHO & RA)?**

Answer: Yes, one QPR will be submitted for each project every quarter. The QPRs will address both the Warm Handoff/Reentry and Rental Assistance (Housing) component of the project.

- 4. Is there a maximum dollar amount or percentage for evaluation expenses?**

Answer: No, there is no maximum dollar amount or percentage for evaluation expenses, but it is highly recommended that applicants budget a minimum of five percent of the total grant award for data collection and evaluation efforts. These efforts include the resources necessary to complete the QPRs; develop and write the LEP; implement the LEP; and analyze data and write the required LER. Please refer to page 18 of the [RFP](#).

- 5. Is the Local Evaluation Plan (LEP) limited to a specific page or word count?**

Answer: The Local Evaluation Plan (LEP) is not due at the time of proposal submission. Once grants are awarded, additional instructions will be provided to grantees, including a webinar hosted by BSCC Research staff. The LEP will be due no later than December 31, 2025. For information on the evaluation requirements for ARG, please refer to Appendix F, starting on page 46 of the [RFP](#).

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6. Is an applicant allowed to use the same professional evaluator they used for Cohort 3?

Answer: Yes, grantees are strongly encouraged to ensure the evaluator is aware of the specific requirements of the ARG Cohort 4 data collection, reporting and evaluation requirements on page 18 of the [RFP](#).

7. Is it required that an applicant have an external evaluator, or can they conduct their own program evaluation?

Answer: An external evaluator is not a requirement of this RFP. Applicants are encouraged, but not required, to use outside evaluators to ensure objective and impartial evaluations. Specifically, applicants are encouraged to partner with institutions of higher learning universities, state universities, community colleges, and other research entities.