LOS ANGELES COUNTY
REGIONAL PARK AND
OPEN SPACE DISTRICT

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Measure A Competitive Grant Programs
Recreation Access
Youth and Veterans Job Training & Placement

RPOSD accepted questions regarding Measure A competitive funding opportunities until August 15th, 2022 **at** or before 5:00pm. Submissions were collected, answered, and compiled into this list of "Questions & Answers" (Q&A). RPOSD released the Q&A Compilation in two sets for Recreation Access and Youth & Veteran Job Training and Placement - the first was released on **July 26, 2022** (Set One starts on page 1) and the second released on **August 18, 2022** (Set Two starts on page 5). This document reflects complete compilation of both dates, respectively.

Questions and Answers Set One

GENERAL QUESTIONS

1. Question: What does RPOSD mean when it comes to a program participant recruitment and completion plan?

   Response: RPOSD is looking for a plan that describes how the applicant recruited or will recruit and secure participants for the program stated in the application.

2. Question: What defines an expansion/enhancement of an existing program? In other words, what is the definition of an expansion/enhancement of a program?

   Response: The RPOSD definition of an expansion/enhancement to an existing program can include any of these elements: 1) an increase in the number of program participants; 2) an increase in the number of program locations; 3) an increase in the number of program activities; or 4) an increase in program frequency (dates the program is available for participants). For specific examples, refer to the Power Point Presentation and/or the Workshop Videos on the website.

3. Question: Are stipends an eligible project cost?

   Response: No, stipends are not eligible for reimbursement with Measure A funds.

   Stipends are not eligible for reimbursement. Stipends would include monies paid in the form of gratuities, gift cards, or other forms of compensation to offset expenses incurred by non-

employees. These funds are typically paid to individuals that do not receive a regular salary in exchange for the duties they perform.

4. Question: What is the eligible age range for youth in RPOSD's Recreation Access and Youth and Veterans Job Training and Placement Programs?

   Response: There is no age limit for the Recreation Access Program and the eligible age range for the Youth & Veterans Job Training and Placement Program is 18 to 25 years old.

5. Question: In determining what application to use, if it is an existing program, does that mean that RPOSD has funded the program previously, or that the program has existed prior to applying for funding through RPOSD?

   Response: It means the program existed prior to applying for funding through RPOSD.

6. Question: Can nonprofits apply that are in partnership with a regional park?

   Response: Yes, 501(c)3 nonprofits are eligible applicants, but please review the "Types of Eligible Applicants" section of the grant guidelines for the program you are applying to.

7. Question: Our project location is in a lower need area but will serve school children from throughout the county. How do we determine its need level?

   Response: A project/program located in, or immediately adjacent to, a High or Very High Need area qualifies for additional points as indicated in Question 1 of the Level of Need Evaluation Criteria. In addition, a project/program may qualify for additional points subject to Question 2 of the Level of Need Evaluation Criteria if the project/program intends to recruit participants from High and Very High Need areas and documentation (Recruitment Plan) supports that the project/program will serve those areas.

8. Question: Our organization is interested in the RPOSD Recreation Access Competitive Grant Program and had a question regarding the application. (*This question also pertains to Youth & Veteran Job Training and Placement applications.)*

   Pg. 19 of the Guidelines states that eligible applicants are required to upload a Community Engagement Plan and supporting documentation to GMS as part of their grant application. However, I do not see anywhere in the GMS application to upload these items. Is there a particular place in GMS where applicants should upload these materials?

   Response: A Support Documents section with upload fields has been added to the Community Outreach and Engagement form in the Recreation Access and the Youth & Veteran Job Training and Placement applications.

RECREATION ACCESS QUESTIONS

9. Question: Would a school district who shares property with a city park be eligible to apply for this competitive grant funding to install an age appropriate play area for a Universal Pre-Kindergarten Center?

   Response: No. Neither the Recreation Access or the Youth and Veteran Job Training and Placement Programs provide funding for the installation of permanent play areas. The funding is earmarked towards programming.

10. Question: Are park facility renovations eligible, or is funding limited to recreation programming activities that promote access?

    Response: A park facility renovation project is not eligible, as these funds are for programming and not renovations or improvements.

11. Question: May an entity apply (and potentially be awarded) for both RPOSD Rec Access and Metro Rec Access?

    Response: Yes, an eligible applicant may apply and potentially be awarded for both RPOSD Rec Access and Metro Rec Access, however, RPOSD will not reimburse for costs that are to be reimbursed by Metro.

12. Question: If our grant proposal is largely for the RPOSD, but we have items that may fit the Metro portion. Do we apply for both or together?

    Response: In this situation you are encouraged to apply for both programs by submitting a separate application for each program.

13. Question: Our organization is interested in the RPOSD Recreation Access Competitive Grant Program and had a question regarding the application.

    Pg. 19 of the Guidelines states that eligible applicants are required to upload a Community Engagement Plan and supporting documentation to GMS as part of their grant application. However, I do not see anywhere in the GMS application to upload these items. Is there a particular place in GMS where applicants should upload these materials?

    Response: A Support Documents section with upload fields has been added to the Community Outreach and Engagement form in the Recreation Access application.

YOUTH & VETERAN JOB TRAINING & PLACEMENT

14. Question: We plan to propose an apprenticeship type program for the Youth and Veterans Grant opportunity. In this project we would train and hire youth. Can you confirm that the youth personnel costs (full-time and part-time), as opposed to stipends, are an eligible cost in this grant?

    Response: Youth personnel costs (full-time and part-time) are an eligible cost for the Program. Personnel costs (specifically salary or wages) must conform to Section 3.4.4. of the GAM.

    Stipends are not eligible for reimbursement. Stipends would include monies paid in the form of gratuities, gift cards, or other forms of compensation to offset expenses incurred by non-employees. These funds are typically paid to individuals that do not receive a regular salary in exchange for the duties they perform.

Measure A Competitive Grant Programs

Recreation Access

Youth and Veterans Job Training & Placement

Questions and Answers – Set Two

August 18, 2022

RECREATION ACCESS PROGRAM

1. **Question:** May multiple study areas for the same program be included in one grant submission or does each study require its own submission even if for the same program?

   Response: Multiple study areas can be included for the same program in one grant submission.

2. **Question:** When should a prospective grantee register for direct deposit?

   Response: Registration for direct deposit can be completed when registering your organization in the Grant Management System (GMS). Links to the County vendor website are provided.

3. **Question**: Does an interpreter for the Tier 1 Language Access portion of outreach and engagement have to be a professional interpreter, or can they be bilingual program staff?

   Response: The interpreter can be a bilingual program staff person or a professional interpreter.

4. **Question**: Are vendors or contractors who provide programming, in this case classes or performances, be an eligible expense?

   Response: A grantee may seek reimbursement for programs services provided by sub-contractors consistent with the Eligible Expenses described on pages 20-21 of the Recreation Access Competitive Grant Program Guidelines. Programming is an eligible expense.

5. **Question:** Can a grant be used to implement programming at multiple park sites?

Response: Yes, a grant can be used to implement programming at multiple park sites if it is the same programming/program at each site.

YOUTH & VETERANS JOB TRAINING & PLACEMENT PROGRAM

6. **Question:** The grant states it is limited to 18–25-year-olds and veterans. If we used the grant to fund a new position for career pathway development in Recreation, i.e., a Recreation Specialist position, would we need to put those ages/veteran status on the job flyer as a prerequisite? If so, how would this be viable with Equal Employment Opportunity laws concerning age and veteran discrimination?

   Response: The 18-25-year-old age range is for youth program participants. There is no age range for veterans or for a grantee's employees.

7. **Question:** What happens if youth participant "ages out" of the age frame? For example, they entered the program as a 24-year-old but would reach the age of 26 during a 3-year term of the grant. Could that participant remain in the program?

   Response: A youth participant who is not over 25 years of age at the time of enrollment into the program would be allowed to remain the in program for the 3-year term. Veterans do not have a program participant age range.

8. **Question:** Would an outreach flyer have to be approved by Los Angeles RPOSD before a prospective grantee could begin outreach? If so, where should flyers be sent to?

   Response: RPOSD does not require outreach flyers to be approved for activities performed before a grant agreement is awarded and executed.

9. **Question:** Are there any samples of flyers for outreach?

   Response: RPOSD does not have sample flyers for outreach.

10. **Question:** As a nationwide organization, we have our headquarters located outside of Southern California. However, we have a Southern California team comprised of remote workers that are all based out of Los Angeles. Staff works from home offices and we do not have a physical 'office' within Los Angeles County. We will be collaborating on this program with a partner that does have a physical office in Los Angeles County. Given that we have staff based in Los Angeles and are partnering with a local agency, are we eligible to apply?

    Response: Yes, you are eligible to apply given the above fact pattern if you are able to list a Los Angeles County address on your application.

11. **Question:** In terms of outreach and engagement for the program, we have many years' worth of direct relationship building for outreach from previous youth programs. We plan to continue building on these relationships as we conduct outreach and engagement for this New Program. Can those established relationships be used as evidence for outreach?

    Response: Refer to the Scoring Rubric (page 24) for New Programs and describe in your application how your organization has established or will establish, or will leverage partnerships with Community-Based Organizations, citizen advisory groups, and/or school districts to gain support for the New Program. It is the responsibility of the applicant to substantiate the information submitted in their proposal and answer the questions to maximize the points that can be earned from the scoring criteria.

12. **Question:** Our organization facilitates meetings and happenings for a large collective body of non-profits and community partners. Similar to the above question, can we count on these established relationships to be used as evidence for outreach? We will certainly be conducting further outreach but want to make a strong case for our application by showing the various ways in which we are connected to communities.

    Response: Refer to the Scoring Rubric (page 24) for New Programs and describe in your application how your organization has established or will establish, or will leverage partnerships with Community-Based

Organizations, citizen advisory groups, and/or school districts to gain support for the New Program. It is the responsibility of the applicant to substantiate the information submitted in their proposal and answer the questions to maximize the most points that can be earned from the scoring criteria.

13. **Question:** On the application portal, I can see where Letters of Support from our partner(s) are submitted, however, is there a place to submit general Letters of Support for the program? We have had community members express support and we would like to capture that for the grant application.

    Response: General letters of support from community members are not required and shall not be accepted. Letters of support from a partner agency, however, are required.

14. **Question:** Under "program types" in your guidelines document (page 9 on the PDF), the "park assistant" position is listed as possible career in the parks and recreation field. Can you please expand on this career and what you had in mind?

    Response: Park Assistant in the recreation field would generally be responsible for implementing recreational activities under the direction of a Recreation Manager. Their duties could include, but not limited to, planning, setting up and leading activities, assisting participants with special needs, and maintaining recreational equipment.

15. **Question:** The target audience for our New Program are college/university students. We are taking the Park Needs Assessment into account and targeting students from High/Very High Park Need areas. However, many college/university campuses on the Detailed Assessment are different from the Summarized Assessment. For example, CSU Northridge is considered Moderate on the Detailed Assessment, but labeled as High in the Summarized Assessment. May we indicate our Level of Need based on the Summarized Study Area of the Park Needs Assessment?

    Response: For the purpose of determining Level of Need for your target audience(s) and where they are located, applicants must use the entire Study

Area's park need level as identified in the Park Needs Assessment based on the target audience(s) location, meaning the Study Area(s) they are located within. For example, CSU Northridge is located in Study Area #60 - City of LA Northridge. It has a Park Need Level of High.

16. **Question:** On the grant application portal for Evaluation Criteria Questions – NEW Program, question #1 of the "level of need" section is asking what study area the program is located in. While we plan to recruit college students from specific universities (in high/very high needs areas) and from targeted neighborhoods (high/very high needs), the majority of the program will be located in and around an area not considered high/very high need. The primary location may be an office however, the study area, and the program itself, will be away from the study area of the office. How you recommend we best convey this on the application portal?

    Response: Your response should indicate the location of your program by identifying the Study Area. Refer to the Scoring Rubric (page 24) of the Youth & Veterans Job Training & Placement Guideline as it shows the number points given for New Programs located in: Very High Need Study Area; High Need Study Area; or Adjacent to High Need or Very High Need Study Area and will serve those areas.

17. **Question:** Regarding the budget spreadsheet, we are planning to include a narrative/description underneath our table. Is this location the most appropriate place to add context to the budget?

    Response: Yes, you may include a narrative/description as to your budget underneath your table.