



**Grants Administration Manual (GAM) 2024 Edition Preview
Questions and Answers
December 2023**

1. *Will the presentation slides be available after this meeting?*

Any materials shared during the session will also be available on this page afterward: [Measure A GAM: Update Preview Session - RPOSD \(lacounty.gov\)](#).

2. *Do you plan to host in-person information meetings to go over the entire GAM?*

While RPOSD does not plan to host additional sessions, RPOSD is available for any questions grantees may have, and all GAM information will be available online.

3. *Will feedback be requested from agencies for improvements to the replacement Grants Management System (GMS)?*

Once we release the competitive solicitation for the replacement system, RPOSD will continue to engage with grantees to solicit feedback and insight on areas that require additional improvements.

4. *To confirm, grantees no longer need to conduct Community Outreach and Engagement for Annual Allocations? Such as a playground replacement for a playground that's out of date?*

Correct, Community Outreach and Engagement do not need to be conducted for Annual Allocation "like for like" projects, such as playground replacement for an outdated playground. However, Information Sharing is strongly encouraged so the community is aware of what is happening.

5. *When will the Work Plan format go into effect?*

The Work Plan format will go into effect on January 1, 2024.

6. *Is Council action (resolution) still required for Annual Allocation on "like for like" projects?*

This action may vary for different cities or agencies. However, every eligible Annual Allocation recipient will execute an Annual Allocation Grant Agreement moving forward. Jurisdictional support (written or resolution) is required before executing an Annual Allocation Grant Agreement.

7. For M&S, 35% of what base for supplies?

The direct Total Salaries is the base to apply the 35% M&S. The Total Salaries is the hourly pay rate paid to the employee multiplied by the actual number of hours worked in the delivery of the project. The hourly rate is the amount paid to the employee before any employee taxes and deductions are subtracted from it.

8. For 35% M&S of the in-house labor costs, does in-house labor costs include all payroll aspects (salaries + benefits + payroll tax) or just direct salaries?

The agency may apply up to 35% M&S to the direct Total Salaries portion of the in-house labor costs.

9. For M&S, can an agency claim for indirect cost (up to 12% limit) in addition to the 35% supplies? Will you issue the in-house labor claim sheet?

For M&S claims, grantees can claim up to the 12% overhead and up to the 35% for M&S supplies if the SAME expense is not claimed in both categories. Otherwise, it would be double-dipping. RPOSD will post the in-house labor form on RPOSD's website in January 2024.

10. If I have \$25,000 in Prop A M&S and a \$50,000 claim, will it automatically take the remaining from Measure A M&S, or do I have to complete two separate claims? For M&S funds, will funds be removed from the Prop A balance first, and once extinguished, will they be removed from the Measure A balance?

Prop A M&S funds will be drawn down first if the project was funded using Prop A grant funds. Measure A M&S funds would be drawn down after Prop A M&S funds are depleted. If the project was funded using Measure A grant funds, then it would only receive Measure A M&S funds.

11. If we submit M&S applications before January 1, 2024, and they are not approved before January 1st, which GAM version will we follow?

For Fiscal Year 2023/24 and prior, grantees may elect to use the M&S claims methodology from the prior Measure A GAM version or utilize the methodology provided in the GAM 2024 Edition version. For Fiscal Year 2024/25 and moving forward, grantees must adhere to the GAM 2024 Edition M&S methodology.

12. Was there any update to the eligible M&S items located in a table in the GAM?

Yes, the table has been updated in the M&S section of the GAM 2024 Edition.

- 13. *Our agency sent feedback requesting the inclusion of vehicle costs (major component of our maintenance expenses) to be considered eligible under M&S. Was this considered?***

The GAM 2024 Edition did not change the policy on vehicle costs.

- 14. *Can you please clarify the limit on how many claims an agency can submit for capital project grants? Is it ONCE every 45 days per project/grant or all together from an agency?***

One claim per grant, every 45 days.

- 15. *Is it correct that we must submit past M&S costs (pre-dating July 1, 2021) by April 2024?***

Yes. In addition, effective May 1, 2024, claims older than 3 years will not be accepted.

- 16. *Is the new community engagement retroactive to earlier grants?***

Grants awarded and executed in/and prior to 2023 must adhere to the Community Outreach and Engagement policies in the previous GAM. If a grant was awarded in 2023 but executed in 2024, the Community Outreach and Engagement policies in the GAM 2024 Edition version would apply.

- 17. *Will we have a format for the social media posts for funding acknowledgment?***

Yes, the GAM 2024 Edition outlines the requirements for social media posts. It includes a statement in the caption acknowledging the funding awarded, followed by the RPOSD handle (@RPOSD) and applicable RPOSD-approved hashtags. Additionally, we require tagging the RPOSD handle (@RPOSD) on the photo/graphic used. An example of a social media post is included in the GAM 2024 Edition.

- 18. *Will one RPOSD signage fulfill the RPOSD signage requirement for a park, regardless of the size of the park?***

The RPOSD signage requirements apply to each project funded by RPOSD. Therefore, multiple signs may be required at a park, regardless of the size of the park. However, grantees have the ability to request an exception and suggest an alternative option to satisfy the RPOSD funding acknowledgment requirements.

- 19. *When will the next competitive grant cycle open?***

RPOSD anticipates an Acquisition-Only competitive grant cycle releasing in late 2024. The information will be made public and posted on the RPOSD website.