

APR Webinar Questions

General:

Q: The dates regarding the Needs Assessment and Strategic plan, can you explain if those last year's or this year's dates?

A: The dates for both the Needs Assessment and Strategic Plan should be whatever dates you last completed both. For instance, June 2014 might be the last date for a Needs Assessment and July 2014 for a Strategic Plan.

Work Plan:

Q: In the Special Population boxes, do we include people served outside our service area?

A: No.

Q: Are we allowed/expected to duplicate numbers for special populations? Folks can often fall into more than one special population category.

A: Yes, you can count people in each of the categories. For example, a frail senior with substance abuse issues can be counted in the frail senior box and the substance abuse box.

Q: Work Plan Narrative - I reported on what we did in the renewal contract we just submitted. This Performance Report Work Plan section asks the exact same question. What do we do?

A: The narrative should elaborate on the actual numbers from the work plan accomplished over the past year (7/1/16-6/30/17), so write in the past tense. Feel free to be detailed about your work.

Q: What if you received a grant you didn't expect that fell into the community renewal category, but it wasn't in the work plan on the application? Should you list it?

A: Yes, please list it if you went above and beyond for your grant applications. If it is for your service area, list it in the actual columns. If it's for a greater part of the community, please feel free to list it in the Activities Not Covered by the N/RPC Contract column.

Q: What is considered a partnership? How formal is it?

A: A partnership should be something that if asked about, you can demonstrate the relationship.

Budget:

Q: The use of the words Total Administrative Budget is confusing. What part of the organization budget is not considered to be included in this line?

A: Please enter your full organizational administrative annual budget.

Q: Does the definition of leverage include other non-NPP dollars that go through our total organization budget outside of NPP? For example – weatherization

A: No. Leverage doesn't touch the administrative books of the agency. However, if you had a weatherization contract for an entire county, you would count the work done inside the service area as non-administrative match.

Match/Leverage:

Q: There is no area to put HOPP funds?

A: Use the Other spaces for whatever the funding is (state, federal, etc).

Q: Are volunteers "in kind" match?

A: Yes, you can put them in the personnel spots, but you need to show how you calculate their value in the written space below the In-Kind Match box.