

Minneapolis Health Department

COVID-19 Community Food Security Funding Applications

Questions & Answers

Q: Are mutual aid organizations that have been providing food and basic supplies to communities since June ineligible for this program if they do not have the liability insurance listed in your requirements?

A: We will need an organization to apply (it could be on behalf of a mutual aid project and its organizers) who does have the required insurance. You could partner with a non-profit to apply on your behalf if they are willing.

Q: Could you also let me know where the answers to questions will be posted? I couldn't find anywhere on your website and wasn't sure if I was looking at the right place.

A: Answers to questions will be posted under the RFP on this webpage below:

<http://www2.minneapolismn.gov/health/GrantsRFPs/index.htm>

Q: Is the CARES food funding only available for future events or would receipts from this summer qualify as well?

A: During the priority round ending next Wednesday, October 28, funding will be only allocated to projects occurring this fall, in order to support the current needs and capacity in the community. If any funds remain after that point, requests for support that include all necessary documentation may be considered.

Q: If we apply for meal ingredients for the program described above, is there a deadline for when the ingredients need to be used in meals and distributed to clients?

A: The ingredients must be purchased by November 13. Equipment and materials must be used for emergency food relief.

Q: If we have received CARES funding as an organization, are we eligible to receive Community Food Security grant funds?

A: You may not use these funds to supplant other CARES funds used for the same expenses, but you can use these funds for clearly distinct expenses.

Q: Would a Housing Authority be an eligible applicant?

A: Yes

Q: If an applicant is applying for items such as storage, tents, etc. that do not require food distribution and related licensure, they would answer "no" to the food licensure question. The evaluation criteria seems to indicate this would be a disqualifying answer. Is this accurate? Are there proposals that would be accepted without having to obtain a food license?

A: We are seeking applications that support expenses for implementing emergency food distribution. Organizations or groups implementing emergency food distribution should have a food business or food

shelf license, partner with a food business who has a food business or food shelf license, or agree to apply for a no cost permit to implement emergency food distribution during the pandemic. If you currently do not have a permit, you can still apply, but should indicate "yes" that you are willing to obtain the no cost permit.

Q: What entity will be providing the required W-9 -- *can the entity be an individual citizen or must it be a non-profit or LLC?*

A: An individual cannot be an applicant but can be a partner of an organization who is applying and submitting required documents.

Q: Describe your service model and philosophy -- *can you say more about what you're looking for in terms of "philosophy?"*

A: We are looking for a description of the applicant's service and operational model, such as what the operations and user experience look like and what information is required of participants.

Q: Describe the characteristics for the community you serve/income -- *do you mean general income bracket for the entire community served?*

A: Any demographic information available for the specific community members served by the project being proposed, including income level, is of interest.

Q: Do you have a food business license--if not, are you willing to obtain a permit -- ***will a "no" disqualify applicants?***

A: Applicants should have a relevant license, or be willing to obtain a no-cost permit or be officially partnered with an organization or business with a relevant license. Groups should indicate this to be eligible or if needed seek a partner with this capacity to apply.

Q: Insurance requirements: commercial general liability insurance and auto liability -- *can folks get this after applying, or must they have it already? Is there any potential for folks without insurance to receive funding?*

A: Due to the tight timeframe for contracts to be executed and purchases to be made in this award period, applicants should have insurance in place or be able to have it in place by this Monday, November 2 when grants will be awarded and contracts will be executed immediately. As such, groups without this capacity should consider submitting a proposal with a partner who could meet the insurance requirement.

Q: What length is an adequate answer for these questions--do you have a word limit, and are folks going to be penalized if their answers aren't dense but still adequately answer the question?

A: There is not a word minimum or maximum for answers. Responses can be brief if they clearly and effectively answer the questions.

Q: Are neighborhood association eligible to apply?

A: Yes

Q: I might not be able to get all the insurance info before the deadline. How do you want that noted on the application?

A: If you have the insurance in place or will have it in place by the time awards are announced next Monday and contracts are executed, please note this with your response to that question. The insurance information would be needed immediately if awarded next week to execute the contract, to allow time for expenditures to be made.