



## Getting Ready to Innovate Grant Application FAQ Document

### General Questions

**Q: I am having trouble accessing the Online Application System/downloading the RFP/downloading the application. What do I do?**

Contact Melissa Gray at 202-872-0888 or [nadtcgrant@nadtc.org](mailto:nadtcgrant@nadtc.org) for all issues related to access of the online system or to receive help in downloading pieces of information from the website. An instructional guide on how to use the system is available on [our website](#).

**Q: Can you provide the award date?**

We expect to announce the grants in July.

**Q: I am wondering how much funding has been allocated for my geographic area?**

Grants of \$20,000 each will be awarded to as many as ten communities for a six month period. The recipients of the grant will be chosen based on their alignment with our grant requirements, rather than location, so there are no pre-determined locations for the grant projects. However, it is our hope that the grantees selected will be geographically diverse, representing different regions of the country and a mix of urban, suburban, rural and Tribal areas.

**Q: Do we have to limit the mode of transportation to one mode?**

No, we encourage you to consider all of the modes available in the community, including mobility management and other transportation support services. We also encourage you to think outside the box to identify innovations that enable older adults and people with disabilities make better use of all aspects of the community transportation system in place.

### Budget Questions

**\* This section includes a series of questions related to allowable expenses. Keep in mind that applicants should look at overall expenditures, the percentage of the budget that is consumed by each specific cost, and ensure that one item or activity does not consume the overall budget. Use space in the narrative of the application to document how the items and activities in your budget meet the required elements of the grant project. Keep in mind the project lasts 6 months and be sure to include information on project sustainability in your narrative, including your approach to future funding sources such as Section 5310.**

**Q: How is the indirect cost rate established?**

Applicants would put their indirect cost rate approved by the federal or state government in the application. If your proposal is selected, we would look at the justification for the indirect rate as part of the budget negotiation.

**Q: Can we use the grant money for promotional materials?**

Yes, the grant money can be used for promotional materials. Please reference the budget section on pages 15 and 16 of the RFP where the allowable expenses are outlined.

**Q: Is the contract cost-based or performance-based?**

This grant is a reimbursement contract based on both accurate reporting of monthly expenditures following the approved budget and monthly performance reports.

**Q: Does this project require a match?**

No, matching dollars are not a requirement in this project. However, if the applicant organization will be contributing funds to the project, the amount of funds to be provided must be specified in the budget categories listed on the Budget Narrative Form, available on the NADTC website.

**Q: Can I use these funds to purchase a vehicle?**

Funds cannot be used to purchase or lease a vehicle. The grants are for planning program development.

**Q: Can we use this grant to hire and fund a travel trainer/mobility manager/other staff position?**

Grant funds may be used to hire a Travel Trainer or Mobility Manager. This grant must be used to support planning and program development activities and may not be used to implement a program or service or provide rides. If staff are hired to carry out allowed activities, be sure to outline how the work of the staff member is going to function in the duration of the grant funds (6 months).

**Q: Will projects less than \$20,000 be considered for funding?**

Yes, \$20,000 is the maximum amount of funding to be provided to a community and projects totaling less than \$20,000 will certainly be considered.

**Q: Is the two-day kickoff workshop a required budget element and can you just expand on the cost and purpose? How many people from staff should be expected to attend?**

Yes, it is required of all grantees and it will be held in Washington, DC. We expect the workshop to be held in August. The cost is going to vary from place to place depending on where you are traveling from.

Keep in mind round-trip airfare, transportation, and hotels (assume approximately \$150 per night). Be sure to include cost of travel to DC and participation in this meeting in your budget.

The purpose is to orient the new grantees to NADTC, FTA and the grant as a whole. You learn about our vision for the projects, become acquainted with the reporting requirements and lastly, it gives the grantees a chance to meet each other and learn about the other projects that are being supported. We expect 1 person from the grantee agency to attend the workshop.