Frequently Asked Questions (updated Feb. 27, 2020)
Foundation for a Healthy Kentucky

Request for Proposals (RFP): Preparing Kentucky for the 2020 Census
Proposal due date: Open now, closes Jun. 30, 2020

Can grant funds be used to reimburse the organization for equipment acquired or services provided prior to approval of the grant? No. Grant funds may not be used to cover the costs of equipment, services, events or activities that are incurred prior to grant approval.

The Foundation Grant Guidelines indicate funding cannot be used for “overhead expenses except in limited amounts for specific projects.” Overhead expenses refer to the cost of administering the grant. Some organizations take a percentage of the grant funds to cover the cost of the administering a grant within their organization. The Foundation allows organizations to take up to 10% of the grant funds for overhead expenses. Overhead at or below 10% is allowable if related to the work described in the proposal.

Can I factor our grant writer’s fee in the proposal budget? No, that would be paying for something that has happened before the grant is approved.

Can these grant funds be used to pay salaries? Foundation funds cannot be used for existing staff salaries but can be used to contract for services or augment existing staff time to conduct the proposed project. Examples: (a) there is an added cost to the organization for “release time,” or time to permit staff participation in the project or (b) when a new worker is retained or the hours/week of an existing part-time worker are increased.

How much detail do you need for the budget? We prefer a general break down and description of the how the funds will be used for the project. Please also include a description of supplies or services (in-kind contributions) donated to the project and the name of the organization making the donation, if any. In addition, please name organizations or persons with whom you might contract for services.

Can we submit more than one proposal? Yes, but only one proposal per organization will be funded in 2020.

Do I need to include letters of support? Letters are not required but are encouraged to show support for commitments from other organizations, community groups, allies, or key community leaders supporting, or directly involved in, the proposal.

Can a University apply? Yes, but preference is given to Kentucky-based, community organizations serving as the lead organization. A university may serve as a fiscal agent for an unincorporated community group or may be a member of a proposal team.

The Foundation Grant Guidelines say you do not fund “religious organizations, for religious purposes,” does that mean a religious group or church cannot apply? A religious group or church CAN apply, but the proposal cannot be for a religious purpose. Rather, it must be focused on reaching groups for participation in the 2020 Census.

Is geography a factor in determining what organizations receive grants? The Foundation seeks to offer grant funding opportunities throughout the state. Local coordination will benefit the proposal. However, an organization would not be eliminated from eligibility simply because
other proposals from the area have been received. Priority is given to strong proposals from hard-to-count communities.

**What if I have an idea for a project, but I am not sure it fits?** First, please read the entire Request for Proposals. If you still are not sure, please contact Rachelle Seger, rseger@healthy-ky.org, direct line 502-238-2139. We welcome conversation about the 2020 Census in Kentucky.

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