

## **2020-21 NRPP Application Webinar**

### **1. Q: For scattered site rehab projects, we may not know the location of the project.**

A: List all the addresses of the projects the organization may work on, if possible. If it's not possible, list the number of units that are included in the project, a brief description of the work to be done, the funding amount, and funding source.

### **2. Q: Is it possible to obtain a copy of the presentation after this webinar?**

A: Yes, the webinar will be posted on the NRPP website.

### **3. Q: Can we use funds to purchase Personal Protection Equipment (PPE) and sanitizer? Can we charge the installation of sneeze barriers to desks or PPEs to the budget?**

A: Yes and no; if the organization categorizes Personal Protection Equipment (PPE) in the organization's budget as office equipment as described in Article XVI and XVII, these costs should be incidental to the primary administrative costs in the budget. The organization can use program funds to purchase PPE and the physical sneeze barriers but cannot use program funds to install PPE equipment such as a sneeze barrier.

### **4. Q: can we use RPC funds to pay for our maintenance person who cleans our office?**

A: A portion of this employee's salary can be paid for by NRPP funds—figure out how many hours per week the individual spends cleaning the office and that amount can be paid for with NRPP funds.

### **5. Q: Due to the economy and COVID-19, I am worried we will not have as many rehab projects. Is it okay to be very conservative with our rehab numbers?**

A: Yes.

### **6. Q: Is everything due Aug. 28? Is there anything due on Jul 31?**

A: The application is due on Friday, August 28, 2020.

### **7. Q: Do the 2020-21 application and the APR have to be submitted at the same time?**

A: The Application is due on Friday, August 28, 2020. The APR does not have a specific due date, but it must be received and approved prior in order to execute a grant agreement.

**8. Q: We have not received the request for the APR. Has it been sent out ?**

A: Yes, it was sent out with the Application; it can be found online here:  
<https://hcr.ny.gov/neighborhood-and-rural-preservation-programs#forms-and-documents>

**9. Q: Are we using the same 2010 census figures for service area questions on page 2?**

A: It is recommended that organizations use the most recent certifiable data. In most cases, this is the American Community Survey data found on the Census website.

**10. Q: Where can the application be found? Will it be emailed? Is it on the site?**

A: The application was emailed on July 20, 2020 and can also be found online here:  
<https://hcr.ny.gov/neighborhood-and-rural-preservation-programs#forms-and-documents>

**11. Q: Can online-based events held because of the pandemic still be included in the Annual Performance Report?**

A: Yes—explain the narrative section when the event was held and the number of attendees.

**12 Q: Board resolution is that prior to or after July 1?**

A: The board resolution / letter can be dated 90 days before or after July 1, 2020.

**13. Q: Vendor Responsibility Questionnaire gets filled out, signed, notarized, and scanned in as an attachment?**

A: Yes—please make sure the VRQ includes a listing of all the grants the organization received in the last three years.

**14. Q: In the Property Management chart - if have multiple buildings in a project - must we list each building separately? Some entities have 11+ buildings.**

A: Yes—please list out all the buildings the company owns and/ or manages. Feel free to send an excel spreadsheet if that's easier.

**15. Q: Can other OCR programs be used for match?**

A: Yes. There is a specific section of the Annual Performance Report for State Programs.

**16. Q: The notarized page of the VRQ will be scanned, but should additional information pages be in Word, like the form?**

A: The listing of other grants received can be sent as a PDF.

**17. Q: In a multi-departmental agency, does the VRQ need to include the grant information for all departments or can it just be the department that uses the RPP grant?**

A: The VRQ is for the organization receiving the funding; not a specific department.

**18. Q: How should we answer that question about professional services (and procurement policies) if only a small portion (e.g., outside auditors or monthly accounting) is allocated to the NPP?**

A: If NRPP funds are being used to pay consultants, even a small portion, the company needs to ensure program rules and regulations are being adhered to and conflict of interest forms are completed.

**19. Q: Is the Board Resolution required each year or can we use the same one submitted with the previous application?**

A: A new Board Resolution must be submitted with every application. If the organization's application is approved, the resolution allows the organization to enter into a grant agreement with HCR.

**20. Q. Can Paycheck Protection Program (PPP) money be used as match in the APR?**

A: Yes. Please make sure the organization understands the rules and regulations surrounding use of PPP funds that have been disbursed to the organization.