



Youth Sports NOFA FAQs

Where can I apply for these ARPA funds?

- You will apply through the city of Spokane's Neighborly Portal. Please follow the provided link to set up your free account and get started. <https://portal.neighborlysoftware.com/SPOKANEWA/Participant#>
 - You can also get more information on ARPA grants on the city of Spokane's website. <https://my.spokanecity.org/covid19/arpa/>

What organizations qualify for this grant?

- Community based 501c3 nonprofit organizations.

Is there a specific amount money designated for scholarship and for equipment?

- No, in your budget proposal you lay it out any the proposed budget for each budget category. Remember the driving purpose of this grant is for scholarships so the more funding that can go to scholarships the better.

Does this grant allow for an indirect or de minimis rate?

- Yes, you can apply and budget 10% of your budget be for indirect program costs. These costs can be used in any way to support your program.

Why does this application have a risk assessment?

- Because applicants awarded will be considered a subrecipient of Federal funds it is a requirement that a pre-award risk assessment must be completed.

Does my organization need a Business License?

- Yes, however you can apply without a business license but if selected you will need to obtain a license in 30 days. The application for a business license can be obtained from any Department of Revenue office in person or online at dor.wa.gov follow this link to start the business licensing process: [Business Licensing Wizard](#)

What are the insurance requirements to contract with the City of Spokane?

- The organization contracting with the City of Spokane must maintain general liability insurance with a combined single limit of not less than 1,000,000. Automobile liability with a combined single limit of not less than 1,000,000. And worker's compensation insurance.

Do I need a UEI (Unique Entity Identifier) number?

- Yes, you can obtain your UEI number through SAM.gov. Follow the link to setup your free account now: [Sam.gov New Registration](#)

Does my organization qualify if we are not located within city limits of Spokane?

- No, your principal place of business must be within the city limits. Follow link for Spokane City limits: [Spokane City Limits](#) *Select boundaries box in the layer list to see City limits lines.

How long does my organization need to keep record of the spending of ARPA replacement grant funds?

- According to the federal government you must hold on to your records for 6 years.

If our organization has a NICR (Negotiated Indirect Cost Rate) higher than 10% where would I explain this in our application?

- You can explain your NICR in the budget narrative, and upload that agreement to the application.

Our organization offers lots of youth activities, but the programs are free of charge, if we qualify as an organization how could we scholarship free programs?

- If there is an organizational cost to that program, you could look at what that programs total cost are and divide total cost by the max capacity of youth to find your program cost per participant.

Does my organization qualify if we serve primarily Spokane City residents but we are not located within city limits of Spokane?

- No, unfortunately your principal place of business must be within the city limits.

In the risk assessment when it asks for financial statements: are you looking for this Fiscal Year to date? or completed Fiscal Year 2023? both?

- We do not need to see the current fiscal year, fiscal year 2023 is sufficient.

If the organization has already submitted an Attachment A and Debarment Form, and nothing has changed on the form since they last submitted can we attach the same form from a previous application?

- Yes, if the form is current and dated in the current year you can upload the same form.

What kind of expenses will organizations be required to show when invoicing? If a nonprofit provides most sports activities free-of-charge, we noted that the FAQs suggest analyzing the total cost of the sports activities, then dividing that total by the maximum capacity of youth

to find the cost per participant. That is the approach we plan to use, but are curious whether we will need to show the number of youth who received the scholarship, or submit invoices that show the actual cost of the program (i.e. coaches salaries, supplies, uniforms, etc.)

- When invoicing, yes you would need to show both the number of youth in the program as well as documentation to show the actual costs of the program. For the application the City will want to see how you choose to create and execute the scholarship program, along with the methodology to determine costs.

Is our organization is eligible to apply, our PO Box is in Mead, our warehouse is in Spokane County but we work extensively in Spokane?

- If your organization is located and registered outside of the City limits of Spokane you would not be eligible to apply.

Any More Questions?

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