

2022 City of Santa Clara Capital Improvements NOFA

FAQs

1. Is funding in the form of a grant or a loan?

Grant.

2. Is there a maximum amount that can be requested?

The limit is the amount available for funding in this NOFA.

3. Does there need to be a fully worked out estimate for the proposed work submitted with the application?

No, however, there does need to be a reasonable budget submitted. Later in the process during procurement, actual estimates will be obtained. The estimated amount of the project (i.e., the request of funds) must be realistic and reasonable.

4. Does request need to be the same as what was given during the initial survey of the NOFA?

No. The “survey” was simply to gauge whether there would be enough interest in capital projects to merit a NOFA process.

5. Does the property need to be located within the City of Santa Clara city limits?

No; however, residents of the City of Santa Clara somehow need to benefit from the project. For example, accessibility improvements to offices located in San Jose that serves both San Jose and Santa Clara residents would be eligible.

6. Can the funds be used to build a new affordable housing project (i.e., “New Construction”)?

No.

7. Can the funds be used for general rehabilitation on existing properties such as a re-pipe, re-wiring, roof replacement?

Yes.

8. Can the funds be used for energy upgrades such as solar?

Yes.

9. Can funds be used to purchase office equipment such as printers, copiers, licenses?

No. Typically if the item purchased can be moved easily or used for other programs, it is not eligible. For example, a small office refrigerator is not eligible, but a walk-in refrigerator for a transitional housing site would be eligible.

10. Can volunteer hours, rebates or other “in-kind” services be counted as a “match”?

Yes, but for it to be considered a match/leveraging, the service must be directly related to the project. For example, if an architect volunteers their time for design work on a rehabilitation project, that would be considered a match/leverage. If volunteers do work on the services offered in the building that is being rehabilitated, that would not be considered a match/leverage.

11. If an organization has two separate sites, can they apply for both?

Yes; however, there would need to be two separate applications.

12. Can funds be advanced?

No. The applicant must have the ability to make payments to the contractor as the project moves along. The City will reimburse payments as the project moves along, but reimbursement payments typically take 4-6 weeks to get paid out.

13. Is the number of beneficiaries for a one-year time frame?

Yes; however, you should describe in your narrative how many people/households could potentially benefit over the use restriction period. For example, if the project is for a center that serves 60 Santa Clara households per year, the number in the beneficiary table would be 60. In the narrative, though, you would want to describe that over the 5-year use period, the project would end up benefiting 300 households.

14. What if we cannot provide all the items per the check-list at the time of the application?

If there are certain items that will not be available to submit at the time of the application deadline, please state what it is either in an attachment or in the narrative section. If the item cannot be submitted prior to funding, your funding may be denied.