

**OPPORTUNITY FOR ALTERNATIVE USE OF 2020-2022 CORE FUNDING &
2022-2023 CORE CONTRACT EXTENSION REQUEST
FREQUENTLY ASKED QUESTIONS (FAQs)**

This document will be updated and posted to the SurveyMonkey Apply (SMAApply) [landing page for 2020-2022 Core](#) periodically as new questions come in to CSF. Please email any additional questions to KeepingKidsFirst@stlouisco.com.

PROCESS AND ADMINISTRATION

1. When is the form going to be available for access?

The forms are available in SMAApply as of 8am CT on Wednesday, April 28, 2021 and will close on Friday, June 11, 2021 at 11:59pm CT.

2. What is the landing page address?

The hyperlink to the landing page in SMAApply for 2020-2022 Core is:
https://stlcsf.smapply.io/prog/csf_2020-2022_core_funding_cycle.

3. Where can we find the FAQ?

The FAQ document will be uploaded to the SMAApply landing page within 48 hours following the May 5th Core Partner Meeting. Periodic updates to the document will be posted on the landing page as additional questions come in to keepingkidsfirst@stlouisco.com.

4. Where can I get a copy of the PPT slides from the information session?

CSF will email out the materials from the May 5 Core Partner Meeting through our Agency Update listserv. The materials will also be available to download from the landing page in SMAApply.

ALTERNATIVES TO CORE CONTRACT AMENDMENT REQUESTS

- 5. Will there be new/different service reporting or invoicing requirements if a program moves to the non-unit model?**

Demographics and Outcomes Reports for 2020-2022 and the 2022-2023 extension will not differ. Invoicing or billing for non-units of service allocations will look a little different. It will involve substantiating expenditures with proof of payment (receipts, payroll documentation, etc.). Additional information about what will be required will be provided before updated contracts are finalized.

- 6. Does CSF's choice to allow non-unit/traditional grant requests in this process represent a new direction for future CSF grants?**

CSF is unable at this time to answer questions about potential funding model decisions in the future.

- 7. If we have already delivered modified services to students as a result of COVID and this modification gets approved - can we go back and bill for these services we have provided during the 20-21 School Year?**

CSF is unable to allow for billing services retroactively for units, activities, or funding that was not approved when the service was delivered.

- 8. Can a new program request include providing training to other professionals or organizations to provide services that align with the legislated areas?**

CSF cannot direct an agency as to what services or activities it may or should propose. Activities with children and youth, as well as training and support to adult caregivers, that directly benefit the children's/youth's social and emotional wellness are considered as eligible services. For more information on what services are eligible for CSF funding, please reference CSF's [Residency and Eligibility Policy](#), as well as the [service areas approved by CSF statute](#).

St. Louis County Children's Service Fund's Board and staff has identified several areas of increased or pressing need as a result of the COVID-19 pandemic from information shared by stakeholders in surveys, committees, workgroups, etc. throughout the community. Please see the [Winter 2020-2021 Pandemic Related Needs Assessment](#) as a resource in reviewing the documented needs.

- 9. Is it possible to submit a proposal that involves redirecting awarded funds to two different new programs? It looks like SMapply is set up to only accept one newly proposed program form and budget worksheet.**

It is possible to request this using the "Request some other amendment not listed" option in SurveyMonkey Apply. An agency wishing to do this should describe their request for one of the new programs in the "Other" form and sum the entirety of the funds they want to redirect in the Budget Worksheet. CSF will likely have some follow-up questions to understand how much money is being requested from their currently funded program for each individual new program.

- 10. Is the option to "redirect money from existing Core funded program(s) to a newly proposed program" referring to a brand-new program that our organization has not previously provided, or an existing program that CSF has not previously funded?**

Either scenario can be requested, using this option.

2022-2023 CONTRACT EXTENSION REQUESTS
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- 11. Will there be a core cycle 2022-2023 or do we have to extend to be able to have money for FY2022?**

Due to the COVID-19 pandemic and input from provider agencies, CSF determined that for the most efficient and effective continuity of services, a contract extension for the current CSF Core funded programs was the best overall approach. There are no additional opportunities to request Core funding for July 1, 2022 - June 30, 2023 planned at this time. Also, this is planned to be the only opportunity to request the 2022-2023 contract extension.

- 12. Just to clarify, there will be no new funding available for Core programs from 6/2022 through 6/23, correct?**

CSF does not intend to host a separate or new application process for Core 2022-2023 funding at this time. For currently CSF funded programs, the 2022-2023 Core Contract Extensions request will serve as the opportunity to request funding for 2022-2023 Core allocations.

13. If we don't request an amendment or extension for one of our programs, does that program go without funding for a year (7/1/22-6/30/23)?

If an agency does not request the 2022-2023 Core Contract Extension by June 11, 2021 (the current deadline for this opportunity in SMAApply), then their funded program(s) will not have access to Core funding from CSF from July 1, 2022 - June 30, 2023. In this case, the agency's contract will end on June 30, 2022 as it currently reads in the existing 2020-2022 Core contract.

14. Can you clarify, for the program extension options where you are calculating 40%, this option is increasing our current award to continue providing services?

That is correct. The 40% program award and extension will be calculated based on the funded program's allocation, inclusive of any funding transfer requests approved as of December 31, 2020. If requested and approved, the contract extension will provide an additional 40% of the total 2020-2022 allocation for said program, and will extend the agency's Core contract to end on June 30, 2023 rather than the current end date of June 30, 2022.

Example: Program A was allocated \$100,000 in the 2020-2022 Core contract which included 30 months of activities (Jan. 1, 2020 - June 30, 2022). The program requested and was approved for a 2022-2023 Core Contract Extension. They will receive a contract amendment that will award the program an additional \$40,000 to continue providing services another twelve months, for a total of \$140,000 and will extend the end date of their Core contract to June 30, 2023.

15. If you apply for an extension, are you then disqualified from applying in the next core program?

Whether or not an agency requests the 2022-2023 Core Contract Extension, they will be eligible to apply for future Core funding if they would otherwise have been eligible. At this time, the next Core contract period is estimated to begin July 1, 2023 with application in fall of 2022.

16. Is the contract extension an all or nothing? Is partial funding extension permissible?

Contract extensions are designed to increase the program's award by 40%. CSF is aware that some programs' utilization may be impacted by the pandemic.

17. So we will have access to the 40% extension during the current 2022 cycle?

CSF is restricted by St. Louis County government appropriations rules and may not be able to allow for additional invoicing outside of the existing contract for 2021. Clarifications as to when invoicing may occur for amendments that are requested and approved are forthcoming.

18. Can you please clarify how the 40% extension is calculated? Is it based on the contractual amount or actual amount billed?

The 40% extension will be calculated based on the program's 2020-2022 awarded allocation as of December 31, 2020 (inclusive of any funding transfer requests approved prior to that date), not the billed amount.

19. How much can we ask for during the extension request?

The 2022-2023 Contract Extension Request does not offer an opportunity for agencies to request a specific amount. Any agency who requests a contract extension for any of their programs will be eligible to receive 40% of the 2020-2022 allocation as of December 31, 2020 (inclusive of any funding transfer requests approved prior to that date), given CSF Board approval.

20. If we use all money granted by the end of the original contract will there be a new contract starting on July 1, 2022 or does that mean no new money until the next NEW contract starts?

Whether or a program uses all of its original award by the end of the original contract (June 30, 2022) does not impact whether there are dollars available to the program as of July 1, 2022. This is determined by whether a contract extension is requested and approved. There will not be a new contract per se; the 2022-2023 contract extension, if request and approved, will result in an extension of the existing 2020-2022 Core contract, including any requested and approved amendments to the agency's funded programs. Allocation amounts for approved 2022-2023 contract extensions will be calculated at 40% of the total 2020-2022 Core contract amount as of December 31, 2020. If an agency chooses not to request a contract extension for a program, there is not another Core funding opportunity planned until the contract period planned to start on July 1, 2023.

21. If we had unspent dollars in 2020, can those can be used as part of this process as we think about alternatives and new programs?

Yes. Funded partners are encouraged to review their utilization of existing 2020-2022 allocation amounts for all of their currently funded programs when crafting their Alternative Use of Core Funding amendment request, as well as determining their 2022-2023 Core Contract Extension options. As in accordance with current CSF utilization policies and procedures, agencies are able to access unspent funds from the 40% of their total contract allocation that was available January 1, 2020 - December 31, 2020, plus the additional 40% of their total existing Core allocation which became available to them as of January 1, 2021.