ADDENDUM TO THE
INNOVATION GRANT RFP 20-21
QUESTIONS & ANSWERS

WEBINAR QUESTIONS:

1. Does the project need to be completed in whole with only $50,000 or can that be contributing funding for a larger project?

    $50,000 can be a part of a larger project or not, depending on the proposal. We encourage projects to have matches. The RFP states that projects with matches will be looked upon more favorably than those who don't. We highly encourage partnerships.

2. Relating to submitting applications for more than one grant, do the parameters require different focus for additional submittals, or a different project within the same focus?

    Applicants may apply for separate grants for projects that may be within the same proposal as long as they are different components or phases of that project.

3. How long should the proposals be?

    It could be as long or short as you like. All proposals should be as short and to the point as possible, but enough so that the selection committee has a clear understanding of your project concept, budget and timeline.

4. What if our organization received CARES Act money not through Kauai but through Oahu, for Oahu projects? Are we eligible?

    Yes.

5. How much and what information from the proposal will be shared with the public? Will it be the entire proposal?

    Yes, as a government agency everything is subject to sunshine laws. Please do not submit confidential proprietary information. Once it is received by us, it is subject to sunshine laws.

6. Can additional uploads have links to videos (Amplifund)?

    Yes, you can include a document with a link in it. Such document should include a description of the link content and how it relates to this project.

7. Just a heads up: The first thing we come to after clicking the application is CLICK-TO-PROCEED AGREEMENT. Can't proceed without accepting (Amplifund).

   That is correct you must read and accept the general use agreement to use the Amplifund system.

8. If our organization has received CARES Funding and County funding for unrelated projects, are we ineligible? Or are we eligible if we will be using the funding for a different project (not funded by CARES or County).

   You are eligible as long as the same project or project component has not been funded by CARES or the County.

9. Do attachments need to be pdfs (Amplifund)?

   No. AmpliFund supports all common file types including but not limited to - docx, xlsx, pptx, rtf, pdf, jpg, csv. No videos will be accepted.

10. Is there a mechanism to print out our full proposal (Amplifund)?

    Yes, once you complete your application you can download it to your computer. You can print it from there.

11. Once you mark a segment complete, can you still go back and edit it? (Amplifund)

    Yes.

12. In the first webinar, you mentioned some topics but there was no mention of housing, for example tiny homes.

    You are referring to our Economic Summit webinars. You may apply for any innovative project including housing if it is within the project specifications of the RFP.

13. Can an organization's address be a PO Box?

    Yes, however, the organization address should be the same address that is on their W-9 and under their HCE Compliance certificate. According to the IRS, the W-9 should match the return address.

14. Can you cut and paste into the text boxes on Amplifunds and will the formatting remain (Amplifund)?

    You can cut and paste, however most formatting will not carry over.

15. Do we need to be a non-profit organization? Are new business start-ups eligible?

    New business start-ups may be eligible. Please see the RFP Section 1.3 relating to Eligible entities and the need to partner with a non-profit for funding purposes.

16. Can in-kind service or equipment be considered as match?

    Yes.

17. How will the community input review phase be evaluated?

    The community input phase is worth ten points which will be scored by the Selection Committee based upon community input and comments.

18. Circle economy = zero waste right?

    Yes. A circular economy is a systemic approach to economic development designed to benefit businesses, society, and the environment. In contrast to the 'take-make-waste' linear model, a circular economy is regenerative by design and aims to gradually decouple growth from the consumption of finite resources.

19. I don't think W9s accept PO boxes for organizations or the Board Members.

    The IRS does accept PO Boxes for W9s if it matches the address on the IRS Tax Return, or if you do not have mail delivered to your area.

20. Earlier grant notices included waste management & climate crisis as focus areas but those have been eliminated on the most recent notice. Are those focus areas no longer considered?

    They will be considered. Page 15 of the RFP specifically says here's some example project types, but, <u>but these are not intended as a comprehensive list</u>.

21. Wondering why is tourism one of the categories if we want to move away from the visitor industry?

    You are allowed to submit for tourism. We are looking for new projects and a new ideas that could conceivably include some type of "new" tourism or innovative solution to problems we were experiencing in tourism. You need to make the case for this (like any other project), as to why it's new and what problem it's solving.

22. You will fund 80% upfront and 20% on completion. How will this be assessed? Should all applications have quarterly objectives and final reports as milestones?

80% of the grant is funded after contract signing. Applications require a timeline to be submitted. Quarterly reports are required and reviewed for progress based on the application, timeline and budget. When the final report is received (either sixty days after the project completion or the contract period, whichever is sooner) and the fulfilment of the grant agreement is completed, the final 20% will be paid out.

23. Do the project proposals have to be totally new? What if we have done the project before but we are looking to modify it to apply to the challenges we are facing in 2021?

   Yes. Please see Section 1.1 under Eligible Projects or Activities. If you have a current or prior project that now has or will have a new component that will solve a local problem by something new and innovative, then that piece could be considered.

24. Ben used increasing trucks as an example of what may not qualify - what if it was to replace fossil fuel with electric truck? Or is it more innovative than something like that?

   We cannot give advice on specific project. Please refer to the RFP for examples of projects to see if you feel your project would fit. If so, we highly encourage you to apply.

25. How many applications are you expecting?

   We don't know. In years past for different RFP's we have received between 40 and 80.

26. Who will be on the review committee?

   This is not disclosed until after the grants are awarded but the selection committee will be made up of County Employees and Community Members.

27. Is it possible that the grants may be increased if the approved amounts don't utilize the full funding?

   No.

EMAILED QUESTIONS:

1. Is there a proposal page limit?

   No.

2. What information from the applications exactly is going to be publicly shared? Is there a way to add confidential addendums? Is the entire project going to be public?

   Because this is a government process, all documents received by us are subject to sunshine laws.

3. Since collaboration is desired, is there a way to include letters of support and is there a limit for those?

There is no limit and you may attach letters of support to your applications. There are four links available for "additional documents" at the end of the application which you could use for these. We suggest combining your letters of support into one document file and upload them together.

4.   We are a copy-print shop and have been negatively affected by the pandemic. Can we apply for a grant to help us stay afloat?

No, please see the RFP for project specifications that are eligible.

5.   Our organization has been funded by CARES and County at various stages, however we will be completing a proposal for a project that is not related to what CARES paid for. Is this still doable? Or are we ineligible for funding.

It is unclear if this specific proposal was funded by the County or not? Assuming it has not been funded by either the County or CARES then you would be eligible to apply.

6.   Regarding applicants to the Innovation Grant, can the fiscal sponsor (or nonprofit) be located off island if the work and all the participants are located on Kauai?

Yes, however because this is a County of Kauai funded grant, we prefer for our applicants to use a Kauai non-profit if possible so we can keep as much funding on island as possible.

7.   Does Agriculture including fishing and fisheries? I presume so, but it is not stipulated as it was in the previous RFP.

Yes.

8.   Would funding cover a needed retroactive purchase slightly before the award announcement?

No. All project expenditures must be made in the contract period of April 1, 2021 to March 31, 2022.

9.   I have an agriculture project in mind that will take more than two (2) years to complete. We would be able to spend the money and establish the contracts within the year timeline, but the plants would need to be quarantined for that period of time before distribution. Do you think this project would be eligible?

We cannot advise on specific projects. Please see the RFP for project specifications.

10.   Will projects that cost less than $50,000 be considered?

Yes.