Q: Has there been any discussion as to how many grantees each pool will fund?
A: There is no predetermined number of awards for any of the funders. The resources are finite: Weinberg has about $1 million; Casey, about $325,000; and Family League, about $250,000. We will publish the grantee list and mapping across the city after decisions are made.

Q: If I split my request among funders, should I try to allocate the budget to match what the funders will support? If one funder doesn’t select the applicant but another does, what impact will this have on the budget?
A: Applicants should provide a comprehensive budget — it will not be held against you if one funder does not select the application for funding. However, it may result in a reduced award. The three funders will meet to discuss their decisions and do their best to support all programs selected for funding.

Q: If I qualify for two funders, how should I select who to apply to?
A: You can select both funders, and if you meet the requirements of both organizations, we will coordinate our funding decisions.

Q: If I break my funding request up over the three organizations but don’t get funded by one, would another organization pick up the difference?
A: The Weinberg Foundation has at times awarded grants higher than the original amount requested. However, no funder will exceed its award cap ($20,000 for Casey, $20,000 for Family League and $50,000 for Weinberg).

Q: If I have committed funding, where do I put it in the budget?
A: There is a place to answer that question within the application and a column for committed funding in the program budget.

Q: For applicants seeking Family League funding, what counts as an existing program?
A: There must be committed funds to operate the summer program. Family League funding will be used to expand slots in that program. For example, a program may request funding from either Casey or Weinberg. If selected, the program would be eligible for Family League funding to expand seats.

Q: Can you confirm that Johns Hopkins University would be ineligible to apply for funding from the Harry and Jeanette Weinberg Foundation because of the recent Weinberg grants to Johns Hopkins Bayview Medical Center? Because of the joint funding nature of the summer program, I just wanted to confirm that Weinberg funding is not possible so that we may focus our efforts on other funding partners in the program.
A: The Harry and Jeanette Weinberg Foundation does not fund colleges or universities. If Johns Hopkins Bayview Medical Center would be the fiscal sponsor for the university itself to run a program, Weinberg would be unlikely to fund it, as we have a follow-the-funds rule and would want assurances that the grant would not be going to the university. If Bayview would serve as a fiscal sponsor for a community-based organization, we would certainly consider a proposal.

Q: What is a fiscal agent?
A: A fiscal agent accepts the responsibility of managing the funding on behalf of another organization. In most instances, funders will execute the contract and make payments to the fiscal agent on behalf of the organization implementing the program. It is up to an organization and the fiscal agent to outline the specifics of their relationship, payments, reporting, etc. It is important to note that using a fiscal agent will not enable any organization to circumvent the funders’ requirements outlined in the application.

Q: Can multiple organizations with the same fiscal agent apply?
A: Yes, each would submit an application for their program and identify their use of the fiscal agent. The applications must be submitted by the organization implementing the program.

Q: Is there a minimum number of weeks that the program needs to operate?
A: No; however, we would expect a program to offer at least 80 hours of programming. We recommend that applicants refer to the National Summer Learning Association standards for additional information. Their website is www.summerlearning.org.

Q: Is the 80-hour criterion considered by just Family League or all three funders?
A: All three funders consider the 80-hour criterion.

Q: Do lunch and transportation count as part of the required 80 hours of programming, or are they in addition to that?
A: We expect lunch to be included in the 80 hours, but transportation to and from the program should not be.

Q: Do all 80 hours have to be focused on a single group, or can we break that up between two different groups? For example, could we offer an equine experience to elementary school children on Tuesdays and Thursdays, and to middle school students on Mondays and Wednesdays? Each group would receive 40 hours of programming, for a combined total of at least 80 hours by the end of the summer.
A: Eighty hours of total programming per student is a general national standard for quality. We will consider applications that offer a different number of hours.

Q: What if we can’t meet the 80-hour requirement because of the nature of our work?
A: We will consider an application that doesn’t meet the 80-hour requirement and encourage partnerships with other summer providers to meet the full 80 hours of programming.

Q: Is the 80 hours required for summer bridge programs?
A: No.

Q: Can you speak more about bridge programs?
A: Bridge programs focus on transitions to kindergarten, from elementary to middle school or from middle to high school.
Q: Would Family League consider funding an organization that does internal audits instead of using an external auditor?
A: No, applicants for Family League funds must provide an audited financial statement. An applicant may enlist the support of a fiscal agent if the organization does not have an audited financial statement.

Q: Is there a minimum number of students who must be served?
A: A guideline is that at least one classroom/group be served. However we understand that the size will vary, depending on the type of programming you offer. In general, at least 10 students should be served by the program, but if there is a reason for a smaller group size, the applicant can explain that in the Program Content section.

Q: Is there an attendance requirement?
A: No. We will require grantees to report on attendance and hope that all programs strive for the standard 90 percent average daily attendance of participants for the summer program.

Q: Will there be a preference for programs that have certified teachers as staff?
A: If there is an academic component to the program, including a certified teacher on your staff can be beneficial but is not required.

Q: Is there a way to partner with other entities to create a stronger application?
A: If there is more than one entity submitting an application, we do require one organization to serve as a lead. The upcoming Summer Provider Resource Fair is a good networking opportunity. It takes place Feb. 26 from 9 a.m. to 12 p.m. at the 29th Street Community Center (300 East 29th St.).

Q: If we have our own program and also plan to launch a separate program with another organization, can we submit two applications?
A: If they are separate programs (different models), you may submit two applications. This is true whether you are the lead applicant on both or just one of the applications.

Q: How do we calculate cost per student?
A: We recommend using the Wallace OST calculator to determine cost per student.

Q: What is a Certificate of Good Standing?
A: It verifies that your organization is in good standing with the state of Maryland. You can request one by visiting [https://sdatcert1.resiusa.org/certificate_net](https://sdatcert1.resiusa.org/certificate_net).

Q: Can we submit a screenshot, or do we need to submit the actual certificate?
A: No, we require the actual certificate. We will accept certificates issued since July 1, 2014.

Q: For organizations that are not based in Maryland but planning to work with a Baltimore City organization to implement a program model, do we need to have a Maryland certificate?
A: If you are going to be the lead agency, we can accept a certificate from another state (i.e., the state where you primarily operate the program model), as long as it is current. You must provide the actual certificate, not a screenshot.

Q: Can an organization submit multiple applications for different programs?
A: Yes, if they are different models, you may submit separate applications. If you are replicating the same program across multiple sites, you should only submit one application. In other words,
one application per model is acceptable. If you are doing one program in multiple sites, you must submit one application.

Q: Will you fund programs that do not fully subsidize seats?
A: The answer depends on the funder:

- **Family League and the Casey Foundation** will not fund a program for which the budget is partially offset by participant fees of any kind.
- **The Weinberg Foundation** will consider the application, but youth must be from low-income families as stated in the guidance.

Q: What do you mean by low-income students?
A: “Low-income” is defined as being eligible for free and reduced-price meals (FARMs) or attending a Title I school.

Q: Will you fund programs that have a diverse set of students, high- and low-income, in which the low-income students are fully subsidized but others are not?
A: The answer depends on the funder:

- **Family League and the Casey Foundation** will consider funding programs that serve families of diverse incomes if the students served by these grant funds are fully subsidized and do not pay anything toward the program.
- **The Weinberg Foundation** will consider funding seats at programs in which part of the cost is subsidized by fees to families.

Q: Who is the lead applicant if I am not a 501(c)(3) but am using a fiscal agent?
A: The organization delivering the programming is the lead applicant. You can identify a fiscal agent partner elsewhere in the application.

Q: Can we apply for funding to supplement an existing program with before care and after care?
A: No.

Q: Does the program need to take place in Baltimore City?
A: The answer depends on the funder:

- **Casey and Weinberg**: No, as long as transportation is provided for Baltimore City youth to take part in the programming.
- **Family League**: Yes, programming must take place in Baltimore City.

Q: Will you accept applications for a pilot program?
A: Yes, but the applicant organization must have a history of working with kids.

Q: What's the difference between the requirement of promoting literacy and the priority of having a literacy component?
A: A literacy component is built into the regular schedule for students. Promotion of literacy could involve encouraging participation in activities outside of the program, such as the Enoch Pratt Free Library’s summer reading program.
Q: If we have science, technology, engineering and math (STEM) in our program, can we have literacy infused into those activities?
A: Yes, literacy can be integrated into other activities, including STEM.

Q: What are you looking for with respect to performance measures?
A: Check out our tip sheet on performance measures on the summer grant programs page (www.aecf.org/summergrants).

Q: What is the reporting time frame for the performance measures?
A: Those have not yet been defined. We will have more information when we announce grant recipients.

Q: If we have a history of good outcomes or academic gains, where should we put that?
A: Put that in the Program History and Performance section.

Q: Do we need to be a summer food site to be eligible?
A: No, we encourage you to apply to be a summer food site, but it is not required. If you do not apply, we ask that you describe your plan to provide nutritious meals to participants.

Q: How do we serve three meals per day?
A: You cannot serve three meals per day at the same address. Programs may work with other organizations that are feeding sites to serve three meals per day.

Q: Is there a deadline for applying to the summer meals program?
A: There is no deadline, but we encourage sites to apply as early as possible.

Q: Are in-kind contributions of food already committed to my program considered existing committed funds to make us eligible for Family League funding?
A: No.

Q: Will I need to fill out three budgets if I am applying to all three funding sources?
A: No, you will complete one budget for the total amount requested from the funders.

Q: Can we purchase equipment with funds?
A: This answer depends on the funder:

- **Casey and Weinberg**: Yes, these costs will be considered.
- **Family League**: No.

Q: Are YouthWorks workers considered primary staff?
A: No, nor can they be included as in-kind resources.

Q: What about AmeriCorps workers?
A: Yes, they can be considered staff.

Q: How do we identify the grade levels of students served — by what they have completed or by the grade they will enter in the fall?
A: Use the grade that students will enter in September.

Q: The term “literacy” is used to describe many interventions/subjects. For this application, what do you mean by literacy?
A: Literacy includes interventions related to reading proficiency. It can also include English language instruction strategies.

Q: In setting outcomes for the program, are we expected to include academic performance measures?
A: No, we encourage you to set realistic outcomes with the data and measurement tools that are aligned with the program’s short time frames. For example, pretest and post-test scores for curricula or strategies designed to teach certain skills would be acceptable.

Q: Are salaries considered administrative costs?
A: No, salaries for staff should be detailed in the personnel line item. Administrative costs are allowed as a 10 percent maximum of direct costs.

Q: What do you mean by children involved with the child welfare and juvenile justice systems?
A: This priority refers to youth who are known to or being served by the city’s Department of Juvenile Services or the Department of Social Services. This can involve a residential or detention facility, foster care or a community-based service. This also can include youth with a history of having been served by either agency/system.

Q: If we are working with another agency, do we need to submit a signed memorandum of understanding?
A: No.

Q: Do we need to submit multiple years of financial statements?
A: No, the most recent financial statement is acceptable. It should not be older than 18 months.

Q: Is this interpretation of the guidelines correct: Port Discovery could apply for up to $50,000 from the Weinberg Foundation to deliver summer programming at a number of Weinberg Library Project sites and could include a supplementary budget to apply for up to $20,000 from Family League of Baltimore to deliver the same programming at additional Weinberg Library Project sites?
A: Yes, but you must submit one application for $70,000.

Q: Could you provide a list of what you absolutely do not fund in the FAQ?
A: Yes, though please note that this is not a finite list and complements the list of requirements and priorities in the application:

**Family League of Baltimore will not fund:**
- equipment purchases;
- programs operating outside of Baltimore City;
- individuals; or
- programs that charge participant fees of any kind.

**The Annie E. Casey Foundation:** The eligibility requirements in the application materials include all funding limitations.

**The Harry and Jeanette Weinberg Foundation:** The Foundation has a charter prohibition against funding institutions of higher education, as well as institutions with a primary purpose that relates to music and/or art (e.g., orchestras or art museums).
Q: Can you save the application and come back?
A: Yes, use the prompt at the top of the application to create a password for the form.

Q: At the end, will you submit a joint report on your effort to collaborate on summer grant funding?
A: Yes.

Q: Is any funding request too small?
A: No.

Q: If I have a technical question about using the application — e.g., if it doesn’t work — after Feb. 18, will you answer it?
A: Yes, send technical support questions to bdsg@aecf.org.

Q: Which 14 neighborhoods does the Weinberg Foundation prioritize?
A: Rosemont, Cherry Hill, Westport, O’Donnell Heights, Perkins Homes, Old Town, Gay Street, Carrollton Ridge, Upton, McElderry Park, Madison East End, Montford, Four By Four and Orchard Ridge.

Q: Are performance measures written based on last year’s target or what we seek to accomplish this year?
A: Performance measures should be written in past tense, but they should reference what will be accomplished over summer 2015 (e.g., “100 youth ages 16–18 secured paid summer internships”).

###