**QUESTIONS/ANSWERS SO FAR – 10/13/2021**

**Each grant has a parameter of $50,000 - $200,000. This is why the system is applying for many of the grants. It was set up that way by DPI to force collaboration and to use the money for "big projects" and not small, one location projects.**

**How many/which grants can my library apply for?**

As many as you wish.

**Applicants can only have a fiscal agent once in each grant category. Anytown Public Library can apply for a grant under “Library Space and Safety Improvement” as their own fiscal agent AND be included in a SCLS collaborative grant under “Library Space and Safety Improvement” using SCLS as the fiscal agent.**

**Do we have to share the RFID bundles or will each library get their own bundle? Also, if we apply for the grants with other libraries, does each library have to share the resources or can they be distributed to each library?**

The RFID bundles are intended to be for each library that wants it (not share).

It depends on how you write the grant with other libraries. For example you can write a grant saying that all the libraries in Dane County will each receive 10 copies of a book on workforce development.

Would replacing Bibliotheca RFID equipment with Envisionware equipment in order to streamline the support process for libraries and SCLS staff fall under RFID projects bundle? Yes.

**The awards will not be given on an “all or nothing” basis. DPI will work with applicants to dissect bundles based on the available money. Be prepared with your priorities if those discussions arise - meaning what can you cut from your application.**

**Applications MUST tie back to the IMLS and COVID priorities. Books or movies just for entertainment will not score well.**

**What is the character limit for each section of the ARPA grant on-line application?**

**In the past we have run into issues with LSTA on-line forms that have a set limit and having to rewrite shorter answers at the last minute.**

The pre-application form is where you will be writing the narrative answers and it is a Google document. There are no character limits because the box you are entering answers into can be adjusted. For the final application which will go through WISEgrants should a grant be awarded, there are no narrative sections that will need to be filled out since that is captured in the pre-application.

**Will the grant cover any retroactive expenditures?**

The grant start date on the awards will be 7/1/21 meaning that expenses must be incurred after that date. Grants best practice is waiting until you have an award in hand before incurring expenses as that is the official “okay” to begin using funds. For the competitive awards as part of ARPA, it is important to factor in that an application does not necessarily mean you will receive an award. It will depend on how the project scores to determine if it will receive funding and that will be determined through the review process.

**When ordering equipment with the grant money, will encumbering the money count as ordered? The supply chains are very slow now and actual receipt of equipment will be difficult in the short grant window. OR do we actually have to cut the check to be reimbursed?**

ARPA, very similar to LSTA, is a reimbursement grant so the checks need to be cut (with local funds first) and items purchased prior to the end date of the grant 6/30/2022. Then a claim is submitted to DPI for the funds.

\*\*\*Be aware of delays with shelving, trucks, bookmobiles, furniture

**Can grants focusing on marketing be used with ARPA money?**

Marketing can be an aspect of ARPA projects, but the marketing should generally be focused on the ARPA project. So it would be things like marketing for recruitment of personnel for the ARPA project or costs of communicating with the public about an ARPA project. Marketing costs can also focus on underserved populations such as working on Spanish translations of resources. Marketing of general library services is not an allowable expense. There is a pretty good summary of advertising expense requirements on the IMLS site.

The application by SCLS for ARPA grants is fluid and will change based on information received from DPI; how many libraries apply and how far the money will go and possible partial awards.