

California Department of Aging  
**Access to Technology Grant: Frequently Asked Questions**  
August 2022

**Application Process**

**Does CDA have any other parameters/guidelines for a County's written response submission?**

An optional ATT RFA County response template can be found on the grants page under the RFA announcement at:

[https://www.aging.ca.gov/Providers\\_and\\_Partners/Grant\\_Opportunities/](https://www.aging.ca.gov/Providers_and_Partners/Grant_Opportunities/)

If County chooses not to utilize the ATT RFA County response template, please follow the instructions outlined in the RFA under section: VII. Grant Funding Application Process.

**Is it correct that the application is due Aug 15th but "documented approval by the county's Board of Supervisors (BOS)" is due by Oct 2022 or somewhere between now and Oct 1?**

Yes, the Board of Supervisor's approval is due once award and contract provided by CDA in September. Please note that the application deadline has been extended to August 29, 2022.

**What does CDA mean by "supporting documents" as referenced in the RFA?**

If referring to the following section: "A detailed description of how the county meets all the Eligibility Criteria addressed in Section IV. *Include supporting documents that demonstrate aligned initiatives and commitments in supporting language and cultural diversity*", the county has the discretion to include whatever documents can demonstrate such a commitment.

**Budget**

**Will submitting a budget that goes over the allotted funds disqualify an applicant?**

It will not disqualify an application, but a County will only receive the allocated amount unless additional funds become available.

**Is there a process to "true-up" estimated budgeting vs actuals at a later date, given the application date?**

Yes, applicants are encouraged to provide estimates in budget template (CDA 3003) and the budget can be re-assessed with CDA as program expenses are confirmed over time.

**Will IT maintenance/requirements for each device need to be included in the 10% administration category along with grant reporting, device procurement, and agency-led digital literacy classes on staff time? If so the 10% seems low.**

This could be considered part of the direct services of the program but will depend on the scope of the program design and services. Please ensure this is thoroughly described in the application.

**Can funds be used for stipends if utilizing youth to educate and train older adults to use technology?**

Yes.

**If the County passes through funding to another agency to carry out part of the program (such as for training/education), would that agency be considered a federal subrecipient?**

This program is not supported by Federal funding and as a result is not subject to federal rules and regulations.

**It was mentioned that applicants are encouraged to leverage/supplement existing programs. However, what if we are using a contractor for a current program that wasn't initially procured using CDA posting guidelines, etc. Would we still be able amend/expand these other contracts with the CDA funds?**

No. Amendment and extension of leveraged programs is not an allowable expense.

**Is there a local match?**

There is no match requirement.

### **Device Purchase and Policy**

**Do counties have to track devices annually?**

Each applicant will need to establish its own program structure and associated policies to ensure devices are used for the purposes of the program. Tracking of equipment will also likely be subject to your local requirements and managed by the county.

**Will distributed devices have to be retrieved at the end of the program, if services are terminated with a participant or if the participant moves out of state or dies?**

Each applicant will need to establish its own program structure and associated policies to ensure devices are used for the purposes of the program.

**Do participants keep device after program?**

Each applicant will need to establish its own program structure and associated policies to ensure devices are used for the purposes of the program.

**Can counties also provide technology to caregivers that are providing services to older adults and adults with disabilities?**

Counties will need to ensure a program designed to provide technology to caregivers can maintain that the technology is used for the purposes of caregiving older adults and adults with disabilities. Please ensure the program is designed to support the scope of the grant as addressed in the RFA.

**Can counties use devices at senior centers for use? Leave the devices there and not take by the seniors but again only used when at center?**

Yes.

**Is this program working in sync with the broadband efforts happening statewide?**

Yes. CDA meets regularly with the Department of Technology and other State agencies involved in efforts to bridge the Digital Divide.

**What is the connection, if any, of the CHAT program with this RFA opportunity?**

CHAT and ATT are two separate programs though there may be some overlap in the participants the programs serve.

**Could a county partner with non-county facilities such as nursing homes, etc...provide technology to residents?**

Yes

**Eligibility**

**Does the eligibility include adults with disabilities or actual "dependent adults"?**

Adults with disabilities.

**Is there an age that counties have to adhere to for Adults with Disabilities?**

Yes, adults with disabilities are age 18 years or older.

## **Reporting and Evaluation of Programs**

### **What are the reporting duties?**

The reporting requirements are outlined in section (5)(G) of the scope of work attached to the RFA.

### **If counties are working with a AAA would we provide evaluations to the AAAs or directly to CDA?**

CDA will be securing a contractor to elicit evaluation data from the counties directly.

## **Training and Staffing**

### **Can counties cover staffing costs for direct services for staff who develop and provide tech training?**

This depends on if the tech training is a direct program service to eligible participants. Otherwise, staffing costs would be admin (not to exceed 10%).

## **Request for Proposal (RFP) and Contracts**

### **Do counties have to do an RFP to distribute funding if not direct?**

The need to issue an RFP is subject to your local procurement processes and procedures.

### **How do counties complete the budget now since we don't know who the subcontractor(s) will be?**

We should be able to conditionally accept the budget with the "TBD" for the subcontractor for now. You might want to temporarily allocate those funds that you are projecting for the subcontractor to the other direct costs, so that we would at least know what the total projected allocation would be. However, the budget would not be formally approved until the revision is submitted.

### **In leveraging existing programs, will County be subject to ONLY work with human services programs under their umbrella? or can they contract with CBOs?**

Counties can work with CBOs as well.

## **Sustainability**

### **What is CDA's thoughts on program sustainability, since this funding will end Dec 2024? Does CDA have plans on an ongoing funding opportunity?**

Currently there is no long-term funding established for this program.