



California Department of Aging  
2880 Gateway Oaks Drive, Suite 200  
Sacramento, CA 95833

**ADDENDUM #1**

**REQUEST FOR APPLICATION**  
**“Bridge to Recovery for Adult Day Services:**  
**COVID-19 Mitigation and Resilience Grant”**

**June 7, 2023**

The California Department of Aging (CDA) is issuing this Addendum to modify and clarify the above referenced Request for Application.

**Addendum Item 1:** V. SERVICES TO BE PROVIDED FOR EACH GRANT Section A. Eligible Expenses has been updated. The following are the items that have changed (deletions in ~~striketrough~~, additions in **bold**):

Wage differentials: providing raises for **Program Directors** and direct support staff to ensure equity among similar roles and skillsets, **and for oversight and complexity of maintaining daily operations**. Funding is only for ~~the~~ **a reasonable and justifiable** difference between the previous wage and the new wage. Final wages from salary increases should comport with or be comparable to local labor laws, **comparable positions within geographic areas**, standards, and prevailing wages.

**Addendum Item 2:** V. SERVICES TO BE PROVIDED FOR EACH GRANT Section B. Ineligible Expenses has been updated. The following are the items that have changed (deletions in ~~striketrough~~, additions in **bold**):

- Increasing wages for executive/leadership staff (**Program Directors are eligible for wage increases as specified in Wage differentials in V. SERVICES TO BE**

**PROVIDED FOR EACH GRANT Section A. Eligible Expenses. See Addendum Item 1 to reference update to Wage differentials)**

- Providing bonuses to executive/leadership staff (**Program Directors are eligible for bonuses up to the maximum amount of \$1,000 as specified in the Application**)

**Addendum Item 3:** ATTACHMENT 3: APPLICATION DOCUMENT SAMPLES: Budget Narrative Template, Section D. SUPPLIES has been updated. The following are the items that have changed (deletions in ~~strike through~~, additions in **bold**):

List the supplies and materials to be purchased with grant funds. Supplies are **any items with a useful life of less than a year, a unit acquisition cost of less than \$5,000, and is not a computing device (regardless of cost, including but not limited to, laptops, servers, workstations, tablets, smartphones, and cellphones).** ~~items costing less than \$5,000 per unit.~~ This does not include general office supplies.

**Addendum Item 4:** ATTACHMENT 3: APPLICATION DOCUMENT SAMPLES: Budget Narrative Template, Section E. Equipment has been updated. The following are the items that have changed (deletions in ~~strike through~~, additions in **bold**):

List any equipment to be purchased with grant funds. Equipment is **items with a useful life of over 1 year, a unit cost of \$5,000 or greater, and any computing or memory storage device** ~~(Program definition on equipment purchased) and has an acquisition cost that equals or exceeds \$5,000 per unit.~~ Add more rows as necessary.

**Addendum Item 5: Questions and Answers**

**Question 1:** Is there a monetary cap per applicant?

**Answer 1:** Applicants can request up to \$100,619 per facility.

**Question 2:** Is the application available?

**Answer 2:** The application was released on May 16, 2023. You can find a link to the application on the Bridge to Recovery grant web page:  
[https://aging.ca.gov/Providers\\_and\\_Partners/Grant\\_Opportunities/Bridge\\_to\\_Recovery\\_for\\_Adult\\_Day\\_Services/](https://aging.ca.gov/Providers_and_Partners/Grant_Opportunities/Bridge_to_Recovery_for_Adult_Day_Services/).

**Question 3:** Does the grant cover retrospective costs or only future costs after the approval date?

**Answer 3:** Only expenses incurred after the grant agreement has been executed are eligible for reimbursement. Past expenses, including those incurred during the COVID-19 pandemic, are ineligible.

**Question 4:** Is there any targeted date range for this work, or a total of months allowed, or is it only a total amount regardless of dates?

**Answer 4:** Grantees must use all funds awarded as specified in their grant agreement, detailed budget, and scope of work by March 31, 2026 and all invoice request for reimbursement must be submitted by this date.

**Question 5:** When would a report out or evidence be due? Will invoices be required on a monthly, quarterly or annual basis?

**Answer 5:** Grantees will submit progress reports on a quarterly cycle. The first quarterly report is due January 15, 2024. The Quarterly Reporting Cycle can be found in Section VI of the Request for Applications (RFA).

**Question 6:** Are we able to get a copy of the PowerPoint?

**Answer 6:** Yes, copies of all PowerPoint presentations are posted on the Bridge to Recovery grant web page.

**Question 7:** Who do we submit the Letter of Intent (LOI) to and where?

**Answer 7:** The period to submit an LOI expired on May 15, 2023. A link to submit the LOI through GrantsConnect™ was posted on the grant web page.

**Question 8:** Can you review how to submit an LOI? I could not find a link to submit on the site.

**Answer 8:** A link to submit the LOI through GrantsConnect™ was posted on the Bridge to Recovery grant web page.

**Question 9:** How do we upload the letter of intent or list how much we are requesting?

**Answer 9:** Applicants cannot upload their LOI. Once you complete the LOI using the GrantsConnect™ system you will save and select the send button. The LOE is electronically submitted to the Grant Administrator for review.

**Question 10:** Can we request retroactive funds? If so how far back? Does the include wage differentials?

**Answer 10:** Only expenses incurred after the grant agreement has been executed are eligible for reimbursement. Past expenses, including those incurred during the COVID-19 pandemic, are ineligible.

**Question 11:** What if you submitted an LOI for each facility or completed only one LOI for multiple facilities?

**Answer 11:** Applicants could submit one LOI per site and request the maximum funding for each site. It was also acceptable to complete one LOI identifying multiple sites on the same LOI and request the maximum funding for each site.

**Question 12:** In the LOI form, is “Primary Entity Name” the organization name or the individual person's name?

**Answer 12:** Primary Entity Name refers to the name of the organization.

**Question 13:** Do we have to submit an LOI and application for each facility? Or can we submit one LOI for all facilities we are requesting funding for?

**Answer 13:** Applicants should submit one LOI and one application for each facility for which they are applying for funding. If applicants submitted one LOI covering multiple facilities, that is acceptable, but they should submit one application for each facility for which they are requesting funding.

**Question 14:** Will we get a confirmation the Letter of Intent has been received?

**Answer 14:** Yes, once applicants submit the LOI they will receive a confirmation email from YourCause LLC welcoming them to GrantsConnect™.

**Question 15:** Is there a maximum award amount listed on the Letter of Intent form?

**Answer 15:** No. The LOI was used to assist CDA in identifying the number of potential grant applicants to set the maximum dollar amount prospective grantees might be awarded. The final maximum award amount of \$100,619 was set after the LOI period ended and the application period opened.

**Question 16:** May we modify the submitted LOI?

**Answer 16:** Applicants can modify their LOI when completing the application. That includes changing the proposed project type.

There is a place in the “Applicant Questions” section of the application where applicants can add their changes.

**Question 17:** Can a single application include multiple facilities (similar to the LOI)?

**Answer 17:** No, each facility you are requesting funding for must have its own application.

**Question 18:** Is there a specific browser to use for accessing the letter of intent on GrantsConnect™?

**Answer 18:** No, applicants should be able to access GrantsConnect™ from any Internet browser.

**Question 19:** Is this grant only for licensed day programs? We also have community-based Adult Day Programs.

**Answer 19:** The following providers are eligible to apply:

- Adult Day Health Care Centers (licensed by the CA Department of Public Health and certified as Community Based Adult Services by the CDA)
- Adult Day Programs (licensed by the CA Department of Social Services)
- Program of All Inclusive Care for the Elderly (PACE) sites (eligible at the nursing home level of care by the Department of Health Care Services)

**Question 20:** Is it acceptable to change the type of project between the LOI and application stage of the process?

**Answer 20:** Applicants can modify their LOI when completing the application. That includes changing the proposed project type.

There is a place in the “Applicant Questions” section of the application where applicants can add their changes.

**Question 21:** Can applicants send one Letter of Intent for separate entities with the same owner?

**Answer 21:** Applicants could submit one LOI per site and request the maximum funding for each site. It was also acceptable to complete one LOI identifying multiple sites on the same LOI and request the maximum funding for each site.

**Question 22:** How soon will funds be released following the receipt of financial reports?

**Answer 22:** Grantees can expect to receive reimbursement within 30-45 days from the date PCG receives the invoice and supporting documentation.

**Question 23:** Can the due date for the LOI be extended past May 15?

**Answer 23:** No, May 15, 2023 was the final due date to submit LOIs.

**Question 24:** Do the invoices need to be dated after the award letter?

**Answer 24:** Yes, all receipts provided for costs incurred must be dated after the date the grant agreement is executed by all parties.

**Question 25:** Is May 31 the deadline for submitting questions about the grant program?

**Answer 25:** Yes, the deadline to submit questions regarding the Bridge to Recovery grant program and or information provided in the Request for Applications (RFA) is May 31, 2023. Answers will be posted as an addendum to the RFA on the Bridge to Recovery grant web page on June 7, 2023.

**Question 26:** Can funding be used for safety improvements such as fencing for the outdoor area?

**Answer 26:** Funds can be used for expenses necessary to provide safe, in-person congregate services. As part of the application, applicants will provide information in the scope of work and budget how the estimated expenses for the project will support the goal of the project.

**Question 27:** Can we input more than one license number in the LOI form?

**Answer 27:** During the LOI period, applicants could submit one LOI per site under each individual license. It was also acceptable to identify multiple sites on the LOI and provide the license of the largest parent entity.

**Question 28:** Can the funds be used to replace old HVAC systems?

**Answer 28:** Funds can be used for expenses necessary to provide safe, in-person congregate services. As part of the application, applicants will provide information in the scope of work and budget how the estimated expenses for the project will support the goal of the project.

**Question 29:** If applicants request funding for multiple facilities, is it still the same single award max amount?

**Answer 29:** Providers of day services can request one-time funding of up to \$100,619 per facility. Funding is determined by facility, not lines of business operating out of a given facility. Please submit one application per facility you are requesting funding for.

**Question 30:** Where can applicants find the full RFA?

**Answer 30:** Applicants can find the full RFA on the Bridge to Recovery grant web page.

**Question 31:** Can you select multiple areas of use of the funding on the LOI?

**Answer 31:** Yes, applicants can select multiple areas of use on their LOI.

**Question 32:** Will templates be available for budget and application questions?

**Answer 32:** Applicants can find templates with examples for budget and other application questions as attachments to the RFA.

**Question 33:** Are there previous awards to review?

**Answer 33:** No, this is a new grant program so there are no previous awards that applicants can review.

**Question 34:** The LOI asks which type of facility you operate and offers "Other" as an option. What eligible group would that entail?

**Answer 34:** The following providers are eligible to apply:

- Adult Day Health Care Centers (licensed by the CA Department of Public Health and certified as Community Based Adult Services by the CDA)
- Adult Day Programs (licensed by the CA Department of Social Services)
- Program of All Inclusive Care for the Elderly (PACE) sites (eligible at the nursing home level of care by the Department of Health Care Services)

**Question 35:** Will there be a criteria list of what the funds or award can be used for?

**Answer 35:** A full list of eligible activities is included in Section V of the RFA.

**Question 36:** Will the maximum amount to request be per site or per organization?

**Answer 36:** Providers of day services can request one-time funding of up to \$100,619 per facility. Funding is determined by facility, not lines of business operating out of a given facility. Please submit one application per facility you are requesting funding for.

**Question 37:** Will everyone who applies receive funding? What are the review criteria?

**Answer 37:** This is a competitive grant, so not all applicants will be awarded funding. The scoring criteria can be found in the RFA.

**Question 38:** What is required for a provider to be considered “in good standing” in California?

**Answer 38:** **Organizations must have an active license to be considered “in good standing” in California.**

**Question 39:** If applicants submitted multiple LOIs for multiple facilities, which account should they use to submit their application?

**Answer 39:** **Applicants should apply using the same account they used to submit their LOI.**

**Question 40:** How do I check if my Letter of Intent was received if I missed the confirmation email?

**Answer 40:** **Please email [CDA\\_BridgeToRecovery@pcgus.com](mailto:CDA_BridgeToRecovery@pcgus.com) or call (866) 535-8669.**

**Question 41:** When will award letters be sent out?

**Answer 41:** **The CDA anticipates award letters will be sent out in October 2023.**

**Question 42:** Do we need an application ID in order to apply?

**Answer 42:** **You do not need an application ID to submit an LOI. Applicants will need the application ID or primary entity name from their LOI in order to submit a final application.**

**Question 43:** I understand funds are meant to be used for FUTURE expenses, when will that be? June 1? or after the application closes on July 16?

**Answer 43:** **Only expenses incurred after a grantee executes their grant agreement are eligible for reimbursement. Past expenses, including those incurred during the COVID-19 pandemic, are ineligible.**

**The CDA anticipates award letters will be sent out in October 2023. Once the grant agreements are executed and the grant period begins, reimbursement of funds are based on approval of documentation submitted for reimbursement.**

**Question 44:** If I have a question on how to submit an application, progress report, or invoices do I submit questions through GrantsConnect™?

**Answer 44:** **Please submit any questions by email to: [CDA\\_BridgeToRecovery@pcgus.com](mailto:CDA_BridgeToRecovery@pcgus.com).**



**Question 45:** Can funds be used for employee retention purposes?

**Answer 45:** Yes, funds can be used for employee retention. A full description of eligible expenses can be found in Section V of the RFA.

**Question 46:** Can agencies with separate licenses for different care centers apply for each of them?

**Answer 46:** Eligibility depends on the specifics of an applicant's licenses and the structure of their organization. Applicants can reach out to [CDA\\_BridgetoRecovery@pcgus.com](mailto:CDA_BridgetoRecovery@pcgus.com) for more guidance on determining what portions of their organization might be eligible.

**Question 47:** If raises have already been provided, but will be challenging to sustain, can the funding be used to sustain the improved wage?

**Answer 47:** Funding can be used to cover full wages for temporary workers in key required positions. For permanent employees, grant funding can only be used to support new wages or bonuses, not raises that have already been provided prior to grantees executing their grant agreements.

**Question 48:** Will the available amount of funding increase if the CDA receives more applications than expected?

**Answer 48:** No, a maximum of \$55.84 million was awarded for the Bridge to Recovery grant program and the grantee award amount of \$100,619 was divided up based on the number of applicants.

**Question 49:** If I operate several facilities under different legal entities and EINs, must I submit separate LOIs?

**Answer 49:** During the LOI period, applicants could submit one LOI per site under each individual license. It was also acceptable to identify multiple sites on the LOI and provide the license of the largest, parent entity.

**Question 50:** Are program directors eligible for salary increases or bonuses?

**Answer 50:** Yes, program directors are eligible for salary increases or bonuses.

**Question 51:** Once awarded a grant, how long does a grantee have to get reimbursed for the award amount that was approved?

**Answer 51:** You must use all funds by March 31, 2026 and all invoices for request for reimbursement must be submitted by March 31, 2026.

**Question 52:** If a new center will be licensed after the due date for the application, can the new center still apply?

**Answer 52:** **No, providers must be licensed at the time they submit their applications. The application closes on July 17, 2023.**

**Question 53:** Will answers to questions be available for review?

**Answer 53:** **Yes, answers to questions submitted by phone, email, or during the webinars will be posted to the Bridge to Recovery grant webpage as an addendum to the RFA.**

**Question 54:** Do applicants need to be able to sustain wage differentials? Can applicants use funds to pay new employees a higher rate even if applicants are not able to sustain that rate indefinitely?

**Answer 54:** **The sustainability of the project is one of many criteria included in the application review. See the RFA for the full income and wage guidelines.**

**Question 55:** Can grant funds be used for employee benefits?

**Answer 55:** **Fringe Benefits are allowable and are calculated as a percentage of an individual's salary or wages and should be determined according to the applicant organization's established fringe benefits policy.**

**Question 56:** What are "required" positions? Does that include positions necessary to provide additional services?

**Answer 56:** **Required positions are those positions necessary for licensing, to comply with regulations, and meet staffing ratios.**

**Question 57:** If an existing position (assuming they are not a temporary worker) receives a boost (raise) in hourly compensation, is it the full wage (original wage plus boost) or just the boost that's eligible to be funded?

**Answer 57:** **Funding will only cover the raise, not the original wage applicants were providing before the raise. For example, if an employee currently makes \$15.00/hour and you want to increase their wage to \$15.50, the grant funds can only be used for the \$.50 difference. Grant funding can cover full salaries for temporary workers in required positions (e.g., nurses, social workers, therapists, etc.).**

**Question 58:** Can applicants offer the wage increase as a stipend as opposed to an increase in wages?

**Answer 58:** Grant funding can be used to cover bonuses or stipends. A full description of eligible expenses can be found in Section V of the RFA.

**Question 59:** How far into the future should applicants consider wage differentials when calculating their budget in the application?

**Answer 59:** Applicants can calculate wage differentials for any interval up through the end of the grant period. Funds must be expended and all invoices for request for reimbursement submitted by March 31, 2026.

**Question 60:** What is the maximum size for bonuses?

**Answer 60:** Bonuses for individual employees should not exceed \$1,000.

**Question 61:** When must all funds be used by?

**Answer 61:** Funds must be expended and all invoices for request for reimbursement submitted by March 31, 2026.

**Question 62:** Do applicants need to demonstrate that their projects are sustainable?

**Answer 62:** The sustainability of the project is one of many criteria included in the application review. See the RFA for the full scoring guidelines.

**Question 63:** When must any wage differentials be paid out by?

**Answer 63:** Funds must be expended and all invoices for request for reimbursement submitted by March 31, 2026.

**Question 64:** When completing the budget sheet, would it be completed for the entire organization or that specific program only?

**Answer 64:** The budget section of the application should cover the budget for the specific project, not the budget for the entire organization.

**Question 65:** Are salaries for temporary health and program aides eligible for reimbursement?

**Answer 65:** Yes, salaries for temporary health and program aides are eligible for reimbursement, provided those positions are necessary to comply with regulations or staffing ratios.

**Question 66:** Can wage differentials be staggered throughout the grant period, for instance a \$0.50 raise in 2024 followed by an additional \$0.50 raise in 2025?

**Answer 66:** Applicants are allowed to determine how they will distribute funding for wage differentials based on local labor laws, standards, and prevailing wages. Applicants should provide such details in their application, budget, and scope of work as part of the justification when submitting the application. Funding is only for the difference between the previous wage and the new wage.

**Question 67:** Can applicants use funds for staff recruitment and retention on broader needs to support the program's full functions, such as admin staff, Program Director, etc.? Or is it restricted to direct care positions?

**Answer 67:** Funding is intended to support staff necessary for in-person congregate services to continue. Applicants are free to determine which positions they request funding for, but they must specify in their application how the positions for which they are requesting funding support the goals of the grant.

**Question 68:** Is there a start date for the grant?

**Answer 68:** The grant period begins the date the grant agreement is executed. The CDA anticipates releasing award notices in October 2023.

**Question 69:** Will applicants be reviewed on a first-come first-served basis? Is there any incentive to submit an application early?

**Answer 69:** There is no incentive to submit an application early. Application review begins after the July 17, 2023 submission deadline.

**Question 70:** Can we use funding as monthly performance bonuses instead of hourly rate increases?

**Answer 70:** Grant funding can be used to cover bonuses or stipends. A full description of eligible expenses can be found in Section V of the RFA.

**Question 71:** Can applicants appeal if their application is denied?

**Answer 71:** No, applicants cannot appeal if their application is denied. All applications are scored based on the scoring criteria in the RFA.

**Question 72:** We run an Adult Day Program that is operated by a vendor which was licensed in the past. That license is currently on hold due to staffing and physical program location limitations as we emerge from the pandemic and resume in-person services. Would we be eligible to submit a Letter of Intent for this grant program, with the goal being to resume our licensed program?

**Answer 72:** Applicants must have a valid license at the time they submit their application. The deadline to submit an application is July 17, 2023.

**Question 73:** We plan to extend our outdoor fence to increase activity area and upgrade our ventilation system indoors. What documents should we submit with our application?

**Answer 73:** See Attachment 3 of the RFA for Application document samples. They are broken down by budget category, and Section F "Contractual" details the required supporting documents. Applicants may be asked for multiple cost estimates.

**Question 74:** Can we submit Letters of Intent for each center under its individual license?

**Answer 74:** Applicants could submit one LOI per site under each individual license. It was also acceptable to identify multiple sites on the same LOI operating under one license.

**Question 75:** We have five adult day programs which all have physical buildings. However, some have a community component and the DSPs will spend the program day out in the community with clients. If we use this grant for retaining employees by offering bonuses, can we do it for all DSPs? Or would only staff who stay in-center/in-house with clients during the program day be eligible for a retention bonus?

**Answer 75:** DSPs are eligible for bonuses so long as their work activities support the goals of the Bridge to Recovery grant and the need for bonuses is detailed in the application, budget and scope of work.

**Question 76:** For the purposes of our LOI, we have nine facilities that we would like to include, all with separate licensing numbers. Does it matter which number we provide?

**Answer 76:** For the LOI, applicants did not need to specify individual license numbers. Applicants could provide the license number of the parent entity or facility. However, applicants will need to submit individual applications and provide the license number for each site.

**Question 77:** We have three licensed centers, each with their own license number issued by Community Care Licensing. Would you prefer we list all three license numbers in that field, or just pick one?

**Answer 77:** See answer above.

**Question 78:** What does "DBA Name" mean on the application?

**Answer 78:** DBA stands for "Doing Business As". Some entities operate under a different name than their formal business name. If this does not apply to you, please select "same as above."

**Question 79:** I just submitted my center's LOI. I am wondering if I am able to go back and edit the project to achieve part? I meant to check off everything but accidentally submitted the LOI.

**Answer 79:** Applicants will have the chance to modify their LOI when they start their application. That includes changing their proposed project type. Applicants can add their changes in the application as part of the "Applicant Questions" section.

**Question 80:** Our organization has one primary entity that operates our three adult day programs, and the programs have their own license numbers with Community Care Licensing, but the agency does not have a CCL license itself. Would it be preferable for us to list the parent agency's business license number instead?

**Answer 80:** For the LOI, applicants could provide the license number of the parent entity or facility. Applicants will submit individual applications per site and provide the corresponding license number when completing their application.

**Question 81:** Can I edit a submitted LOI to add an additional project? Is there a way to combine multiple LOIs into a single LOI with multiple facilities?

**Answer 81:** Applicants will have the chance to modify their LOI when they start their application. That includes changing their proposed project type. Applicants can add their changes in the application as part of the "Applicant Questions" section. Applicants had the option of submitting one LOI per site or identifying multiple sites on one LOI.

**Question 82:** I submitted an LOI with two sites on there. Would it be best to pull that LOI and start two new separate ones?

**Answer 82:** No, applicants will not need to update the LOI. Listing multiple sites on the LOI is acceptable. However, when completing the application you will complete one application for each site.

**Question 83:** I already submitted a LOI several days ago for my agency which has five separate programs/sites. They all operate under the same tax ID. In the LOI, I included the five license numbers. I just received the email that stated we should complete a separate LOI for each site. How should I proceed?

**Answer 83:** Applicants who submitted the LOI will not need to update it. Listing multiple sites on the LOI is acceptable. However, when completing the application, you will complete one application for each site.

**Question 84:** We submitted an LOI for nine eligible sites using the same tax ID, on May 11, 2023. Please advise if now we need to go back and submit 9 additional LOI's. I don't see a way to edit my already submitted one.

**Answer 84:** No, applicants will not need to update the LOI. Listing multiple sites on the LOI is acceptable. However, when completing the application you will complete one application for each site.

**Question 85:** Is there a release date for the RFA?

**Answer 85:** The RFA was released on May 16, 2023.

**Question 86:** Do applicants need to submit their tax ID number as part of the LOI? Also, if applicants have multiple license numbers (ADHC and PACE) for two sites that all operate under the same tax ID number, what license number should they use if more than one operates at the same site? Should they submit separate LOIs for each license number?

**Answer 86:** During the LOI period, applicants could submit one LOI per site under each individual license. It was also acceptable to identify multiple sites on the LOI and provide the license of the largest parent entity. Tax ID is not necessary for the purposes of the LOI.

**Question 87:** We submitted an LOI on May 8, which included seven (7) of the agency's Adult Day Programs. Can you please verify that we can update the LOI once we start the application, or do we need to submit individual LOIs?

**Answer 87:** Applicants will have the chance to modify their LOI when they start their application. That includes changing their proposed project type. Applicants can add their changes in the application as part of the "Applicant Questions" section. Applicants had the option of submitting one LOI per site or identifying multiple sites on one LOI.

**Question 88:** If we are submitting five LOIs (one per site/program), do we need to list all five sites/programs on each of the five LOIs we are submitting, or can we simply list one site/program per LOI?

**Answer 88:** If you are submitting multiple LOIs, please list one site/program per LOI. You will then complete one application per LOI.

**Question 89:** Are UV sanitation devices an eligible expense?

**Answer 89:** Funds can be used for eligible expenses necessary to provide safe, in-person congregate services. As part of the application, applicants will provide detailed information in the budget and scope of work on how the proposed work and costs for the project will support the goal of the project.

**Question 90:** Can applicants still submit an LOI? Is the LOI a mandatory pre-qualifier to be an eligible applicant?

**Answer 90:** No, all LOI's must have been completed and submitted by 5:00 PM PT on May 15, 2023.

**Question 91:** Our LOI is listed in GrantsConnect™ as awaiting review. Are we doing something wrong?

**Answer 91:** The LOI is subject to edit during the application period, therefore the LOI will remain in "awaiting review" status throughout the duration of the application period.

**Question 92:** We have four licenses but I did not submit 4 LOI's, I only submitted 1. Can I still submit an application for all my licenses?

**Answer 92:** Each site must have been identified on the LOI that was submitted.



**Question 93:** I submitted our LOI on May 3, 2023. However I never received an email or confirmation with our Application ID. Can you provide me with our Application ID?

**Answer 93:** You should have received a confirmation email from YourCauseLLC. Emails from the GrantsConnect™ system are often routed to spam or junk from the sender "YourCauseLLC." We encourage applicants to check these locations for the confirmation email. Additionally, if the same login credentials are used to complete the LOI and to begin the application, the application ID can be found on the "My Applications" page.

**Question 94:** Do providers need to submit a Letter of Intent to apply?

**Answer 94:** All Letters of Intent must have been submitted by 5:00 PM PT on May 15, 2023. All interested applicants must have completed and submitted a Letter of Intent.

**Question 95:** Are items that will enhance program offerings in outdoor space considered furniture (e.g., lounge chairs, planter boxes, canopies, sunshades, etc.)?

**Answer 95:** The RFA identifies impermissible uses for grant funding, which includes furniture.

**Question 96:** Would replacing carpet with laminate flooring to make cleaning and sanitation easier be an eligible expense?

**Answer 96:** Funds can be used for eligible expenses necessary to provide safe, in-person congregate services. As part of the application, applicants will provide detailed information in the budget and scope of work on how the costs for the project will support the goal of the project.

**Question 97:** Would hiring a cleaning company be an eligible expense?

**Answer 97:** Funds can be used for eligible expenses necessary to provide safe, in-person congregate services. As part of the application, applicants will provide detailed information in the budget and scope of work on how the costs for the project will support the goal of the project.

**Question 98:** Can providers still apply if they missed the deadline for the Letter of Intent?

**Answer 98:** All Letters of Intent must have been submitted by 5:00 PM PT on May 15, 2023. All interested applicants must have completed and submitted a Letter of Intent.

**Question 99:** We submitted a Letter of Intent for our two ADHC locations. Do we submit two applications, or one that includes both sites?

**Answer 99:** Please complete one application per site. Each site must have been identified by a Letter of Intent.

**Question 100:** If we have multiple projects, should we submit them all under a single project name, or create and submit project names for each?

**Answer 100:** Applicants should create one overall project name for all project types. Each objective will then have its own title and set of activities based on the type of project. For example, in the project description portion of the application, you may have an objective called HVAC with all the activities to update the HVAC system and another objective called vehicle maintenance with all the activities included in that project.

**Question 101:** Every year we allocate funds for all of our eligible employees' retirement funds, and that is helpful to maintain the workforce. Can we use the BTR grant for this activity?

**Answer 101:** This would not be an eligible expense. Please refer to the RFA for a full list of eligible expenses.

**Question 102:** I missed the deadline to submit the LOI for the Bridge to Recovery grant. How do I make sure this does not happen again in the future?

**Answer 102:** We encourage interested parties to [subscribe](#) to our mailing list on the Bridge to Recovery grant web page for the most up to date grant information.

**Question 103:** I am reviewing the application for Bridge to Recovery and am having trouble locating my confirmation email. Can you please resend the email or forward me the LOI Application ID number?

**Answer 103:** Emails from GrantsConnect™ are often routed to spam or junk from the sender "YourCauseLLC." We encourage applicants to check these locations for the confirmation email. Additionally, if the same login credentials are used to complete the LOI and to begin the application, the application ID can be found on the "My Applications" page.

**Question 104:** Is a copy of the current lease required if we are not making modifications or requesting funding for the building we are renting for one of our programs? We would like to make a request for the program, but not for the building.

**Answer 104:** Copies of leases are only required if applicants intend to modify the building or land.

**Question 105:** Could you please advise as to how I can submit two applications using the same tax ID for two different registered sites?

**Answer 105:** During the LOI period, applicants could submit one LOI per site under each individual license. It was also acceptable to identify multiple sites on the LOI and provide the license of the largest parent entity.

Applicants will submit individual applications per site and provide the license number of that site on each individual application. To complete multiple applications, you will need to navigate back to the original application link, log in with the same credentials, and hit "start new application."

**Question 106:** Could you please advise how many estimates for work are required for improvements on the physical spaces at sites?

**Answer 106:** Applicants must provide one bid with their application. If awarded funding, grantees will be asked to provide a minimum of two cost estimates during the reporting process. Awardees will provide a brief justification as to which cost estimate was selected and why.

**Question 107:** Are ADHC/CBAS Centers allowed to include administrative costs related to grant management and reporting?

**Answer 107:** Grant management and reporting costs may fall under "administrative expenses" and are thus covered under Budget Section H: Indirect Costs. Indirect costs cannot exceed 10% of the grant ceiling.

**Question 108:** Are air purifiers considered a supply or equipment?

**Answer 108:** Supplies are defined as items with a useful life of less than one year, a unit acquisition cost of less than \$5,000, and that are not computing devices (regardless of cost, including but not limited to, laptops, servers, workstations, tablets, smartphones, and cellphones). Equipment is defined as an item with a useful life of over one year, a unit cost of \$5,000 or greater, and any computing or memory or storage device.

**Question 109:** Is new flooring a supply or equipment?

**Answer 109:** **Flooring would not be considered Supplies or Equipment. It would be listed under Materials.**

**Question 110:** Under the Salaries and Wages section of the grant application, how can ADHC/CBAS Providers add names of new hires if we do not know who they are yet?

**Answer 110:** **Please provide the name of the position/title. If you have multiple requests for employees with the same position/title, please include them in one budget line.**

**Question 111:** How do we submit attachments through the GrantsConnect™ web portal?

**Answer 111:** **Attachments are submitted in Section 4 of the application. See Attachment 1: Application, of the RFA.**

**Question 112:** Can the entire grant amount go towards workforce stabilization if that is the center's greatest concern?

**Answer 112:** **Applicants determine which permissible project types they would like to fund in their application, so long as the total ask is below the grant ceiling of \$100,619.**

**Question 113:** Are retention bonuses allowed for all direct care workers? If allowed, is there a limit to the number of direct care staff that can get a retention bonus?

**Answer 113:** **Bonuses are allowed for all direct care workers.**

**Question 114:** Can grant funding be used for enhancing registered nurse, CNA, and program aide salaries to make us competitive against hospitals and nursing homes?

**Answer 114:** **Grant awards can go towards addressing wage differentials to provide raises for direct support staff to ensure equity among similar roles and skill sets. See RFA Attachment 3, Section A: Salaries and Wages.**

**Question 115:** Suppose a construction project is budgeted at \$70,000 and staff enhancements are budgeted at \$30,619. However, the construction cost balloons to \$80,000. Can the \$10,000 excess cost be taken from the \$30,619 that was scheduled for the staff enhancement budget?

**Answer 115:** Changes to budget line items are acceptable, however they will need to be reviewed and approved, and the total cost must stay within the awarded amount.

**Question 116:** Can funds be used to pay janitorial staff? If so, for how long?

**Answer 116:** Funds can be used for eligible expenses necessary to provide safe, in-person congregate services. As part of the application, applicants will provide detailed information in the budget and scope of work on how the costs for the project will support the goal of the project.

**Question 117:** Can the center upgrade all vehicles with surveillance equipment? Does that include both internal and external monitoring?

**Answer 117:** External surveillance equipment is allowable to deter theft and or vandalism of transportation vehicles that are registered to the site. The vehicle must be used in the transportation of participants and/or actively work to promote the goals of the Bridge to Recovery grant.

**Question 118:** If there are any errors in our application will the PCG staff allow us to make any corrections as needed or will it be rejected?

**Answer 118:** During the application review process, reviewers will reach out if they have any questions or concerns regarding the information provided in the application. Reviewers may submit a "Request for Revision" via the GrantsConnect™ platform. You will receive an automated email that will advise you of the requested revisions. Your application status will show as "On Hold." From the "My Applications page, select "Revise Form" at the top to make any necessary revisions and resubmit.

**Question 119:** Would getting approximate quotes from online sources for HVAC, air filtration, obtaining comparable pay scale of healthcare workers from career, and/or pay scale websites be considered as preparation information for the application?

**Answer 119:** This information would qualify as preparations made to date. See Attachment 3 of the RFA for Application Document Samples, broken down by budget category. Section F "Contractual" details the required supporting documents for projects requiring vendors.

**Question 120:** If the center anticipated giving the health care staff a raise once a year for the next few years until the funding ends on March 31, 2026, would this be a valid project duration range to provide in the application?

**Answer 120:** **Bonuses and wage differentials funded by the grant are allowable throughout the duration of the grant and must be detailed in the application, the budget, and scope of work.**

**Question 121:** Are the following purchases eligible as infection control measures: gloves, face masks, sanitation cleaning supplies for high touch service areas, air filter machines and transport van filters?

**Answer 121:** **Funds can be used for eligible expenses necessary to provide safe, in-person congregate services. As part of the application, applicants will provide detailed information in the budget and scope of work on how the costs for the project will support the goal of the project.**

**Question 122:** Can grant funds be used to replace vehicle air filters, or used for enhancing safety features such as installing wide sidestep running boards, or repairing center's vehicle HVAC systems?

**Answer 122:** **Funds can be used for eligible expenses necessary to provide safe, in-person congregate services including vehicle modifications and/or preservation. As part of the application, applicants will provide detailed information in the budget and scope of work on how the costs for the project will support the goal of the project.**

**Question 123:** Can grant funds be used to pay staff for staying after hours for training in infection prevention and control, health and safety?

**Answer 123:** **Yes, this is an eligible expense under Staff Training.**

**Question 124:** Can the grant funds be used to replace the center's current flooring so it will be easier to clean and sanitize? If so, can the flooring supplies such as flooring installation kits, glue, or work gloves be purchased with grant funds?

**Answer 124:** **Funds can be used for eligible expenses necessary to provide safe, in-person congregate services. As part of the application, applicants will provide detailed information in the budget and scope of work on how the costs for the project will support the goal of the project.**

**Question 125:** Should a new HVAC machine be listed under the category of Equipment? Should a new HVAC system for the center's vehicle be listed under Equipment?

**Answer 125:** **Equipment is defined as an item with a useful life of over one year, a unit cost of \$5,000 or greater, and any computing or memory or storage device.**

**Equipment has an acquisition cost that equals or exceeds \$5,000 per unit. If both projects exceed \$5,000 per unit, one will likely fall under the data validation category of "building ventilation" and the other "vehicle modification."**

**Question 126:** Can grant funds be used to send current core health care staff to Conferences such as the California's Association for Adult Services (CAADS) for training? If so, if the staff need lodging, airfare and/or driving expenses to attend the conference, can grant funding be used for travel expenses?

**Answer 126:** **Costs associated with attending conferences are allowable expenses.**

**Question 127:** We are funded by the regional center and our services are not licensed services. Would that disqualify us from qualifying for this grant?

**Answer 127:** **Providers must be licensed as an ADHC, ADP, or PACE site at the time they submit their application. The application closes on July 17, 2023.**

**Question 128:** Can we use grant funding to add additional vehicles to our transportation fleet?

**Answer 128:** **Grant funds cannot be used to purchase new vehicles.**

**Question 129:** Can you please clarify what you consider direct vs indirect costs?

**Answer 129:** **Indirect costs are any costs that are incurred for common or joint objectives that cannot be readily identified with an individual project, program, or organization activity. These costs generally include facilities operation and maintenance costs (such as rent, internet, electric, gas, etc.), depreciation, and administrative expenses. Salaries can exceed 10% of indirect costs assuming that is the amount necessary to comply with regulations and staffing ratios for temporary workers and/or the amount needed to provide a raise to ensure equity among similar roles and skillsets.**

**Question 130:** How is this application scored?

**Answer 130:** Please see the RFA for a full list of scoring criteria.

**Question 131:** Can we use grant funds for agency “buy out fees” associated with filling FTE positions with temporary workers?

**Answer 131:** A buy out fee is not an allowable cost.

**Question 132:** Could funds be used to cover salary costs as well as PPE costs, or would that require separate applications?

**Answer 132:** One application may contain multiple project types, so long as the total funding request is below the \$100,619 limit on funding per facility.

**Question 133:** Could grant funds be used to cover salary costs that aren’t covered by DAS and PACE reimbursement funding?

**Answer 133:** Grant funding may be used to cover the salaries for temporary workers when there is a vacancy or absence in key required positions in order to comply with regulations and staffing ratios. See the RFA for a full list of eligible activities.

**Question 134:** How can I submit multiple applications?

**Answer 134:** To complete multiple applications, you will need to navigate back to the original application link on the grant web page, log in with the same credentials you used to submit your LOI, and hit "start new application."

**Applicants will submit individual applications per site and provide the license number and associated LOI ID number of that site on each individual application.**

**Question 135:** How will funds be distributed to awardees? For example, if the grant award is \$100,000, will the funds be distributed at one time or over a period of time? When can we expect funds to disbursed to Centers?

**Answer 135:** CDA is funding awards through a reimbursement based method in Fiscal Year 2023–2024 with the expectation that all funds are expended by March 31, 2026. Once the grant agreement has been executed, grantees can begin to submit invoices and supporting documentation to show proof of expenditure and request reimbursement. Additional guidance will be made available after awards are announced in October 2023.



**Question 136:** What are the reporting requirements? How will Centers be able to verify/prove that funds were distributed according to the grant application? What are the accountability systems/mechanisms (if any) of how Centers will be required to substantiate proper use of funds?

**Answer 136:** Grantees will submit invoices, supporting documentation, and progress reports to show proof of grant activities. See Section VI: Reporting Requirements of the RFA. Additional guidance will be made available after awards are announced in October 2023. All invoice requests for reimbursement must be submitted by March 31, 2026 to be eligible for payment.

**Question 137:** If a Center happens to have any "left-over" funds, will the Center be able to use the excess funds for other qualified uses? Or will the Center be required to return the funds?

**Answer 137:** No, all funds must be used for the approved project. If all funds were not used, they will be unavailable for use for other uses or projects.

**Question 138:** Can grant funds be used to "credit" staff who remained employed with the Center during COVID and still remain employed?

**Answer 138:** Grant funds cannot be used for retroactive activities. Retention bonuses, however, can be used to reward staff for their continued service. Bonuses cannot exceed \$1,000 per employee.

**Question 139:** Can applicants estimate the number of potential new employees we might hire during the grant period ending March 2026?

**Answer 139:** Yes, applicants can include these details in their application, budget, and scope of work. Costs can be broken down by year and can be projected into the future.

**Question 140:** Is the maximum bonus amount of \$1,000 for the full grant period or per year?

**Answer 140:** Grant funds can be used for a one-time bonus that cannot exceed \$1,000.

**Question 141:** If we are applying for two Licensed Day Health facilities, is the total funded amount \$100,619 for both facilities or per facility? Is the \$100,619 the total amount for the entire grant period or per year?

**Answer 141:** Applicants can request up to \$100,619 per facility. That total is for the entire grant period, not per year.

**Question 142:** Can applicants use grant funds for recruitment and retention for program directors?

**Answer 142:** **Staff recruitment and retention bonuses are allowed for all positions as long as they are directly related to meeting the goals of the Bridge to Recovery grant.**

**Question 143:** How do we determine a competitive wage for temporary workers compensation?

**Answer 143:** **See RFA Attachment 3, Section A Salaries and Wages for more details.**

**Question 144:** Do we have to have 5 objectives as indicated in the application? Is the project date the day we receive the grant, or a date we set in the application?

**Answer 144:** **Include as many objectives as it takes to complete your project. Dates should represent a realistic timeline for your project workplan based on award notices in October of 2023.**

**Question 145:** Can we input more than 10 employees for employee bonuses in the application?

**Answer 145:** **There is no limit on how many employees can receive a bonus. Bonuses are allowed for all positions as long as they are directly related to meeting the goals of the Bridge to Recovery grant.**

**Question 146:** Can we use grant funds to improve our sound system?

**Answer 146:** **No, that is not an eligible expense.**

**Question 147:** Is installing a new and more powerful air purification system or adding an additional ventilator acceptable?

**Answer 147:** **Funds can be used for any expenses necessary to provide safe, in-person congregate services. As part of their application, applicants will provide more information on how their proposed project and any associated expenses support that goal.**

**Question 148:** Can we use grant funds to hire a temporary professional to educate the community for the purpose of mitigating fears about returning for congregate services?

**Answer 148:** **Funds can be used to hire temporary employees necessary to provide training in infection prevention and control, health and safety.**

**Question 149:** Can we use grant funds to upgrade satellite internet devices to improve our bandwidth speed?

**Answer 149:** No, this is not an eligible expense.

**Question 150:** Should a separate LOI be submitted for each location?

**Answer 150:** Applicants had the option of submitting one LOI per site or identifying multiple sites on one LOI.

**Question 151:** Is there any flexibility for the deadline to submit the LOI?

**Answer 151:** All Letters of Intent must have been submitted by 5:00 PM PT on May 15, 2023. All interested applicants must have completed and submitted a Letter of Intent.

**Question 152:** I am a vendor interested in supporting the services covered under this grant. Do we find a facility first that needs a service and then provide a grant write, or how do we go about that?

**Answer 152:** The California Department of Aging (CDA) appreciates your interest in working with our Bridge to Recovery Grantees to support the goals of the grant. CDA does not maintain a role in specifying or promoting who grantees hire for work needed to meet their needs. Each grantee will select their own vendors.

**Question 153:** Could you please advise as to how I can submit two applications using the same tax ID for two different registered sites?

**Answer 153:** You may complete one application per facility so long as each facility was identified in a Letter of Intent. Applicants will submit individual applications per site and provide the license number and associated LOI ID number of that site on each individual application.

**Question 154:** I am applying for multiple facilities. When asked for geographical and county questions, do I answer on behalf of my network or individual facility? Should my answers match my LOI?

**Answer 154:** Please answer geographic questions based on the activities of the individual facility you are applying for, not your entire network of facilities. If you submitted one LOI identifying multiple facilities, you will need to update your answers to these questions in each application to ensure the responses are specific to the individual facility.

**Question 155:** Is there any provision for funding the staff required to administer or manage the project?

**Answer 155:** Applicants can budget up to 10% of their funding request for indirect costs associated with administering or managing their project. Additional guidelines can be found in Section V of this RFA.

**Question 156:** Can funds be used for tuition reimbursement for staff?

**Answer 156:** No, tuition reimbursement for staff is not an eligible expense.

**Question 157:** What aspects of telehealth are eligible for funding? Can funds be used for staff to provide telehealth?

**Answer 157:** Applicants can use grant funds to expand participant access to telehealth. Grant funds can be used for salaries of temporary employees providing telehealth, or for wage differentials for permanent employees. Please refer to the RFA for impermissible uses for telehealth.

**Question 158:** How is “site” or “facility” defined with respect to eligibility?

**Answer 158:** “Site” or “facility” refers to an individual location where a provider offers services.

**Question 159:** Does an LOI need to be approved before an eligible provider can complete an application?

**Answer 159:** There is no approval process for the LOI. Applicants will not receive any additional emails about their LOI beyond confirmation that it has been submitted. If an applicant submitted an LOI during the appropriate window, they can begin their application at any time.

**Question 160:** Can applicants adjust their request after receiving a grant award if their needs change (e.g., if they need additional temporary employees)?

**Answer 160:** Yes. Once funds are awarded, additional guidance will be provided on invoicing, progress reporting, and requesting changes to the original application/approved project.

**Question 161:** Can applicants assume they will hire more employees in the future when calculating wage differentials for future years of the grant?

**Answer 161:** Yes, applicants can break their budget down by year and can project costs into the future, provided they include a breakdown of the calculations behind the projections.

**Question 162:** Are fire sprinklers an eligible expense?

**Answer 162:** No, fire sprinklers are not an eligible expense.

**Question 163:** Do awardees have to pay taxes on grant funds?

**Answer 163:** Applicants should consult with their own operations or fiscal team to determine if they need to pay taxes on grant awards.

**Question 164:** Is building a sewer line an eligible expense?

**Answer 164:** No, building a sewer line is not an eligible expense.

**Question 165:** Will there be a second round of grants if additional funding remains after the first round?

**Answer 165:** The CDA reserves the right to hold a second round of grants if there are additional funds remaining after the first round.

**Question 166:** Is the purchase of a Hoyer Lift for the bathroom an eligible expense?

**Answer 166:** Funds can be used for eligible expenses necessary to provide safe, in-person congregate services. As part of the application, applicants will provide detailed information in the budget and scope of work on how the costs for the project will support the goal of the project.

**Question 167:** How often can awardees submit invoices for reimbursement?

**Answer 167:** Awardees can submit invoices monthly.

**Question 168:** Following submission of the LOI, the "My Applications" page auto-populated a specific request amount of \$25,000, which is less than the stated limit of \$100,619. Does this mean we can only apply for \$25,000?

**Answer 168:** No, organizations can request up to \$100,619 in funding per facility. If you experience a similar error, please contact [CDA\\_BridgetoRecovery@pcgus.com](mailto:CDA_BridgetoRecovery@pcgus.com) so our team can provide some technical assistance.

**Question 169:** Can a facility with two licensed programs apply for funding for both programs?

**Answer 169:** Providers of day services can request one-time funding of up to \$100,619 per facility. Funding is determined by facility, not lines of business operating out of a given facility. Please submit one application per facility you are requesting funding for.

**Question 170:** If a question is submitted, will there be an individual response, or will questions be answered after May 31?

**Answer 170:** The deadline to submit any questions related to the grant program or information in the Request for Applications (RFA) is May 31, 2023. Answers will be posted as an addendum to the RFA on the grant web page.

**Question 171:** I have an ADHC building, a PACE building, and a shared facility in another city. Would this be three sites?

**Answer 171:** Yes, that would be considered three separate sites.

**Question 172:** How do we know what temporary staff we will need in October when we're submitting the application in July? Will we be able to clarify our needs more when we are making the request for reimbursement for funding?

**Answer 172:** Yes, grantees will have the opportunity to clarify their needs when they submit invoices and documentation for reimbursement.

**Question 173:** I submitted one LOI with 4 sites, but the application only had a space for one facility license number. Do I need to revise and submit 4 LOIs?

**Answer 173:** Applicants should submit one application for each site they are requesting funding for. You can use the same LOI Application ID when submitting all your applications.

**Question 174:** If we submitted one LOI for multiple sites, can we use that one LOI for multiple applications?

**Answer 174:** Yes, you should use that LOI Application ID when submitting all your applications.

**Question 175:** For an LOI that included multiple licensed sites, should we submit an application for each licensed site?

**Answer 175:** Applicants should submit one application for each site they are requesting funding for.

**Question 176:** What is the maximum word count for application questions?

**Answer 176:** The maximum word count varies between application questions. Most questions have a maximum of 250 words.

**Question 177:** Who do we contact if we have technical problems with the application?

**Answer 177:** Please reach out to [CDA\\_BridgeToRecovery@pcgus.com](mailto:CDA_BridgeToRecovery@pcgus.com) or call (866) 535-8669.

**Question 178:** How many LOIs did you receive?

**Answer 178:** We received 555 LOIs.

**Question 179:** When you say that this is a competitive grant, does that mean that some people won't be getting the grant based on the application submitted?

**Answer 179:** This is a competitive grant, so not all applicants may be awarded funding. The scoring criteria can be found in this RFA.

**Question 180:** What documentation will be required during the application process? Will documented project bids, etc. be required at this stage?

**Answer 180:** Applicants are required to submit at least one bid with their application, for projects that require a contractor (e.g., HVAC, air filtration, vehicle modifications). Additional documents can be added to bolster your application as necessary.

**Question 181:** Can I request funds for multiple projects, e.g., to hire staff and install a filtration system?

**Answer 181:** Applicants can request funding for multiple projects as part of the single application, provided the total funds requested do not exceed the \$100,619 cap.

**Question 182:** Is there an amount for administrative expenses that is allowable?

**Answer 182:** Grant management and reporting costs may fall under "administrative expenses" and are thus covered under Budget Section H: Indirect Costs. Indirect costs cannot exceed 10% of the grant ceiling.

**Question 183:** What will the impact be on the overall funding if some applicants are funded at reduced amounts, or not funded at all?

**Answer 183:** The CDA can distribute up to \$55.84 million as part of this grant program. The CDA reserves the right to hold a second round of grant applications if all funds are not distributed during this round.

**Question 184:** I submitted an LOI but did not get an email on 5/16. What entity would that email be from?

**Answer 184:** Applicants should receive an email from “YourCause LLC” after submitting their LOI. Please check your spam folder if you believe you did not receive it. You may also email [CDA\\_BridgetoRecovery@pcgus.com](mailto:CDA_BridgetoRecovery@pcgus.com) to confirm your LOI was submitted.

**Question 185:** We have two PACE sites or locations. One does not require a license. Can we apply for funding for the site that does not have its own license number?

**Answer 185:** No, providers must be licensed at the time they submit their applications. The application closes on July 17, 2023.

**Question 186:** If our LOI is still showing "awaiting review" but we received a link with an application, is there anything else we need to do?

**Answer 186:** There is no approval process for the LOI. Applicants will not receive any additional emails about their LOI beyond confirmation that it has been submitted. If an applicant submitted an LOI during the appropriate window, they can begin their application at any time.

**Question 187:** Is there another way to download the application questions other than through GrantsConnect™?

**Answer 187:** No, you must be logged into GrantsConnect™ in order to download the application.

**Question 188:** Can we start providing wage differentials as soon as we get notification that we received a grant award?

**Answer 188:** Awardees can begin invoicing for reimbursement of expenses after the grant agreement has been executed.

**Question 189:** If awarded the grant, how often will reimbursement requests be submitted (e.g., monthly, quarterly)? What is the reimbursement turnaround time once invoices are submitted?

**Answer 189:** Invoice requests can be submitted on a monthly basis. Grantees can expect reimbursement within 45 days from the day PCG receives the invoice and supporting documentation.



**Question 190:** If I write in, for example, a driver's name for a wage differential and receive approval for that one driver, but that driver leaves before the grant period has ended, can I apply the funding I was approved for the "named" driver to the driver's replacement?

**Answer 190:** If an employee leaves a given position, applicants can use grant funds on the replacement employee as long as it was specified in the application, budget and scope of work.

**Question 191:** If an application is denied, is there a way to alter and resubmit?

**Answer 191:** No, applicants cannot appeal if their application is denied.

**Question 192:** What is included under "partial funding"?

**Answer 192:** The CDA reserves the right to award applicants a lower amount than requested if a portion of the funding requested on the application includes ineligible expenses.