



HAWAII COMMUNITY FOUNDATION

Hawai'i DACA Outreach Grants Program
Frequently Asked Questions

What requirements are associated with this grant?

If selected, organizations will need to submit quarterly data (refer to “[Project Matrix Form](#)”) and final performance data along with a final report at the end of the grant period, which is January 1, 2015 to December 31, 2015. Additionally, organizations will be required to attend quarterly network meetings that will focus on improved communication and collaboration.

If I am a neighbor island provider, will I be subsidized for the travel expenses I incur to participate in the quarterly network meetings?

Yes. Please include your travel expenses into the project budget. Reimbursable expenses include airfare and ground transportation to and from the airport.

If I am not a nonprofit but would currently or would like to provide services that address one of the three goals of the Hawai'i DACA Outreach Grants Program, how can I apply?

If your organization does not have its 501(c)(3) tax-exempt status are not a nonprofit organization you may utilize a fiscal sponsor who meets the eligibility requirements designated in the [Hawai'i DACA Outreach Grants Program RFP](#). Fiscal sponsors must submit the following:

- Resolution by fiscal sponsor's Board of Directors authorizing fiscal sponsorship
- Fiscal sponsor's agreement form
Both forms can be found at: <http://www.hawaiicomunityfoundation.org/nonprofits/fiscal-sponsor-materials>
- List of fiscal sponsor's Board of Directors, including professional affiliation
- IRS 501(c)(3) determination letter
- Fiscal sponsor's annual operating budget for the current year
- The first page of the fiscal sponsor's most recently filed 990 or 990EZ, or most recent audited financial statement

Does the grant include administrative or indirect costs?

HCF recognizes that there are reasonable costs incurred in administering a grant and considers these costs as part of your grant proposal. Grantees may request direct administrative costs for grant-funded activities. Alternatively, grantees may request indirect costs. Indirect costs not to exceed 20% of the grant-funded activities will be considered. Requested indirect costs must be consistent with the rate of indirect cost applied by the organization to all grants. The full budget of the proposal, including administrative or indirect costs, will be assessed during the grant review process.

If my organization has multiple offices, branches, or chapters, can I submit more than one application?

No. Organizations with multiple offices, branches, or chapters may only submit one application for their organization. The proposal can include the various strategies and/or geographical areas into its plan.



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Are government entities, who provide outreach to potential DACA eligible communities, eligible for the Hawai'i DACA Outreach Grants Program?

Yes. However, as with nonprofit organizations with multiple offices or branches (above), each government entity may only submit one application for its agency.

Can I purchase services from a for-profit company such as a law firm or a communications firm?

Yes. Grantees can purchase services from for-profit companies.

Can the grant be used to fund potential DACA beneficiaries costs incurred as part of the application process?

In most cases, the grant can be used to fund costs incurred as part of the application process. Acceptable costs include but are not limited to DACA application fees; biometrics fees; travel expenses associated with the application process, namely for Neighbor Island residents, etc.