

QUESTION		ANSWER	DATE	CATEGORY
Q1:	Hello, as the district’s Executive Director of Tech and Innovation, I would like to get more information on how our district can take advantage of such an amazing opportunity.	You can find the guidelines, which describe eligibility for the program and its purpose, on our website at <a href="http://njstatelib.org/CPF">njstatelib.org/CPF</a> . We are holding an information/technical assistance session on July 25, and you are welcome to attend. A link is on the website and in the guidelines. If you have additional questions, please email them to <a href="mailto:grants@njstatelib.org">grants@njstatelib.org</a> .	7/18/2023	Program Overview and Project Specifications
Q2:	Maurice River is listed under Cumberland County as an eligible area, is that Maurice River Township?	Yes, Maurice River Township is an eligible area.	7/18/2023	Program Overview and Project Specifications
Q3:	Would it be possible to meet and see if our organization would qualify for a CPF grant?	At this point in the process, we are not meeting individually with potential applicants. All questions must be submitted in writing. We recommend you read through the Guidelines that are posted on the website, attend the technical assistance webinar on Tuesday, July 25, at 10am and then put together a list of questions based on what you found confusing or unclear.	7/18/2023	Application Process
Q4:	Can organizations fund multiple projects under this grant? For example, if we wanted to fund projects at a few of our locations, would that be allowable?	Yes, an organization can submit more than one grant application. Each grant application must be for one specific location.	7/18/2023	Program Overview and Project Specifications
Q5:	Can we partner with other libraries for this project?	Yes, you can partner with other eligible organizations, including public libraries, for this project.	7/18/2023	Eligibility Criteria and Community Engagement
Q6:	Because organizations are required to maintain services funded through the grant for 5 years after the project end date, are organizations subject to reporting and monitoring during those 5 years?	We anticipate that reporting will be required during the five years, but no decisions have been made on frequency.	7/18/2023	Reporting, Monitoring, Documentation, and Reports
Q7:	Can you confirm the application deadline date?	Monday, September 25, 2023	7/18/2023	Application Process

Q8:	Where can I find the list of targeted Communities for this grant? I would like to know which community is targeted in Gloucester County.	Consult the Guidelines, starting on page 3.	7/18/2023	Application Process
Q9:	Is there a printable version of the application available?	Yes, when you enter the application, to the right there is a box that says 'question list'. When you click that button, you can download the questions and print them.	7/18/2023	Application Process
Q10:	The application process requires a signed certification statement be submitted. However, assurances are supplied to applicants that are offered a grant award. How does an applicant meet the requirements of this signed certification statement?	The certification form, FORM A, is signed and uploaded as part of your application packet. This ensures that the applicant has the legal authority to apply on behalf of the organization. We also supply two documents that you will need to acknowledge having read. We have gathered many of the relevant regulations and policies that may be important to your proposal at this stage, but these are not exhaustive.	7/18/2023	Application Process
Q11:	Are matching funds required? Or could a project be done entirely with grant funds?	There is no requirement for matching funds, but matching funds are always encouraged.	7/18/2023	Program Overview and Project Specifications
Q12:	How are awards being distributed by size?	Up to \$7.4 million is available for small grants and no less than \$11 million is available for large grants.	7/18/2023	Budget, Funding, and Usage
Q13:	Is there an issue with using ARP funds?	If your proposal includes American Rescue Plan Act, or other federal funding from another source, we need to know. Other federal funds, including ARP, may have requirements or guidelines for use that must be followed. While we do not anticipate that there would be issues arising from the use of ARP funds, please identify the name of the program and the CFDA number in your application in the section under 'Project Info', 'Funds Use as Matching Funds for Certain Federal Programs'.	7/18/2023	Budget, Funding, and Usage
Q14:	Will organizations be subject to reporting and monitoring during the 5 years after the project end date?	Please see answer A6 above.	7/18/2023	Reporting, Monitoring,

				Documentation, and Reports
Q15:	Do community organizations we partner with have to be a 501c3?	An applicant's community partners do not have to be a 501(c)3.	7/18/2023	Program Overview and Project Specifications
Q16:	Is it possible to list Co-Project Managers on the grant? If so, how would I enter that on the application.	When you initially set up your organization and user information assign the first Co-Project manager the user role of 'Applicant'. Then within the Application when entering the Project Manager information, assign that person as the Co-Project Manager. That way, the Applicant will be the primary Project Manager responsible for submission.	7/18/2023	Application Process
Q17:	Do the words "construct or improve" in the RFP mean that the funds can be used for renovations? Or does new construction have to be part of the project?	Yes, funds may be used for renovations in addition to new construction.	7/18/2023	Program Overview and Project Specifications
Q18:	Related to COVID, in the 2nd application question, the words "caused or exacerbated by" are used – what is meant by that?	Guidance for the Coronavirus Capital Projects Funds, from US Treasury, states on page 5, Section C, that the 'Capital Project is designed to address a critical need that resulted from, or was made apparent or exacerbated by the COVID-19 public health emergency.'	7/18/2023	Budget, Funding, and Usage
Q19:	Is there a limit to the number of projects/applications one organization can submit?	There is no limit on the number of applications that one organization can submit.	7/18/2023	Application Process
Q20:	Our organization has school-based services sites; if we wanted to do projects at multiple schools, would each school need its own application?	Yes, you can apply for more than one grant, but each grant must serve a specific location.	7/18/2023	Miscellaneous
Q21:	Could we use funds to purchase/construct a new Mobile Health Unit since our current MHU was used so much in the pandemic that it caused significant wear and tear?	Costs eligible for funding include construction of a new building or addition to an existing one, acquisition of land or an existing building, rehabilitation or repair of an existing building, site grading and land improvement, and acquisition and installation of necessary equipment, fixtures, furniture, office equipment, utilities, and telecommunications infrastructure for backhaul, middle, and last-mile networks.	7/18/2023	Budget, Funding, and Usage

Q22:	As it relates to the COVID aspect of this grant, because our city was significantly impacted by the COVID-19 pandemic, does that mean that any project that we would undertake be eligible since all our locations are within the city? Or does the specific project (i.e., updating HVAC systems) have to be directly caused by the pandemic? For example, we must upgrade our HVAC system because it was over-utilized during the pandemic.)	The critical need you demonstrate in your narrative should be caused or exacerbated by the pandemic, and be addressed by the proposed project. It should also position the organization to provide services related to healthcare, education and workforce for the timeframe specified.	7/18/2023	Miscellaneous
Q23:	Can a Federally Qualified Health Center apply for this grant?	While health centers are eligible to apply, please consult page 6 of the guidelines for more detailed information about eligibility, including eligible geographic locations.	7/18/2023	Budget, Funding, and Usage
Q24:	If we wanted to submit multiple applications for multiple projects; would all those projects need to equal the maximum of \$3,000,000? Or could each application request up to \$3,000,000? (Is it \$3 million per application or \$3 million per organization)?	Each application can request the maximum award of \$3,000,000.	7/18/2023	Application Process
Q25:	If we wanted to do the same project at multiple locations (i.e., update HVAC at all locations), would that require multiple applications? Or because it's the same work across multiple locations, could we put that all into one application?	That would require one application for each specific location.	7/18/2023	Program Overview and Project Specifications
Q26:	Can a partner be a neighbor library?	Yes, the requirement is that the project happen and the population served be from the community identified. If the partner is from outside the identified community, but the project happens in the community for that population, and it primarily address the needs of the eligible community, then the neighboring library can be a partner.	7/18/2023	Eligibility Criteria and Community Engagement
Q27:	Would a mobile services vehicle, such as a tech mobile, be an eligible project if it adequately meets all service requirements listed in the grant description? Or is the project required to involve construction of a fixed site?	Eligible costs encompass construction of a new building or addition to an existing one, acquisition of land or an existing building, rehabilitation or repair of an existing building, site grading and land improvement, and acquisition and installation of necessary equipment, fixtures, furniture, office equipment, utilities, and telecommunications infrastructure for backhaul, middle, and last-mile networks.	7/18/2023	Program Overview and Project Specifications

Q28:	As part of a capital equipment purchase, if a piece of equipment also requires a software license to be functional and a maintenance/service agreement - are those costs eligible as part of the 30% equipment portion of the budget?	Yes, the software and maintenance costs to make the equipment functional are eligible as part of the 30% maximum equipment allowable, but only through the end of the grant period.	7/18/2023	Budget, Funding, and Usage
Q29:	Since we must make a five year commitment to provide these services, if the manufacturer offers a 5 year license and service contract up front, can the entire 5 year cost be included as an eligible cost, as long as the funds are expended within the grant timeline?	No, no CPF funds can be used for goods or services that are acquired or take place beyond the grant end date.	7/18/2023	Budget, Funding, and Usage
Q30:	Can the funds be used to supplement an existing grant (HRSA) in order to complete an underfunded project? (All related to capital improvement.)	If you meet the criteria in the grant guidelines, this may be possible. Please enter the information in the application section, Project Info, under 'Funds Use as Matching Funds for Certain Federal Programs'.	7/18/2023	Budget, Funding, and Usage
Q31:	Can you go more into more depth describing work, education, and health monitoring?	These are broadly defined in the US Treasury guidance, linked here and in the Foundant portal. The application asks you to identify community needs caused or exacerbated by the pandemic and the most appropriate ways to deliver services, which may be in person or virtual.	7/18/2023	Miscellaneous
Q32:	Do projects have to include construction?	Yes, projects must include construction, which also includes renovation and rehabilitation. Ancillary costs necessary to operationalize and put the capital assets to full use, including costs to increase broadband adoption and improve digital literacy, can be charged to the grant after construction is finished until the grant end date.	7/18/2023	Miscellaneous
Q33:	Can Project funds be used to purchase an existing facility as a location for project administration?	Guidance for the Coronavirus Capital Projects Funds, from US Treasury, states on page 10, Section C-1, Capital Project or Project means the construction, purchase, and installation of, and/or improvements to capital assets where the costs of such assets are capitalized or depreciated, including ancillary costs necessary to put the capital asset to use.	7/18/2023	Budget, Funding, and Usage

Q34:	Do construction plans and specific location need to be determined before submitting application?	The specific location needs to be determined, but the construction plans do not. It must be in the area with high need, and the proposal must address the needs of that specific community and location.	7/18/2023	Miscellaneous
Q35:	Can a specific building/location have 2 or 3 spaces/rooms that each focus on one of those services?	Yes, a location can have individual spaces or rooms devoted to specific programming. Services related to workforce, education and healthcare must take place somewhere in the building (or from the building, in the case of virtual services).	7/18/2023	Eligibility Criteria and Community Engagement
Q36:	Are the programs required to address health care, education, and workforce jointly, or can the facility offer individual programs for each?	Services must be offered for all three areas and based on assessment of the community needs. An applicant may determine how to best achieve this within the building.	7/18/2023	Eligibility Criteria and Community Engagement
Q37:	Can we use funds to purchase furniture and equipment along with construction?	Yes, up to 30% of a project budget may be used for furniture, fixtures, and equipment. Please refer to the budget template located on our website.	7/18/2023	Budget, Funding, and Usage
Q38:	Do you need exact location (address) or the town/community?	Yes, the proposal must provide a specific address where the construction and/or renovation will take place. The construction or renovation must take place in one of the communities identified on pages 3-50of the Guidelines.	7/18/2023	Miscellaneous
Q39:	What are the start and finish dates of the projects?	The anticipated start date is 3/1/2024; the anticipated project completion date is 9/30/2026.	7/18/2023	Project Details
Q40:	Is an applicant able to use grant funds to enhance/increase a current LCBA Grant construction project that is partially funded by another federal grant (in our case, through city's matching funds ARPA appropriation)?	It may be possible; please enter the information in in the application section, 'Project Info', under 'Funds Use as Matching Funds for Certain Federal Programs'.	7/18/2023	Budget, Funding, and Usage
Q41:	If a grant application is for new construction, can grant funds be used to upgrade other parts of the building to be used for educational, workforce development, and health monitoring programming? (For example: renovation, furniture, and technology)	Yes, you may be able to upgrade different parts of an existing building, as well as adding add new construction, to better provide the required program services.	7/18/2023	Budget, Funding, and Usage

Q42:	What is the allowable percentage of the grant funds that can be used on non-construction parts of the project-furniture, technology, etc.?	Up to 30% of the project budget may be used for furniture and equipment. Please refer to the budget template located on our website.	7/18/2023	Budget, Funding, and Usage
Q43:	Do we need to be the owner of the building?	No, ownership of the building is not a requirement. You can apply whether you own the building or have a long-term lease agreement.	8/8/2023	Eligibility Criteria and Community Engagement
Q44:	What if the address changes from the initial address submitted in the application (but is within the same community)?	Changes to the project address will be evaluated on a case-by-case basis. The impact will depend on the specifics of your project, the significance of the address change to the project, and at what stage of the review process the change is communicated to the New Jersey State Library (NJSL).	8/8/2023	Project Details
Q45:	Can the funds be used on a building that is in the middle of being built?	Yes, the grant funds can be utilized for renovation or new construction projects, including those currently under construction. The projects should directly enable work, education, and health monitoring in communities with a critical need for the project. This flexibility is in place to ensure that funds can be utilized where they are most needed.	8/8/2023	Application Process
Q46:	Can grant funds be used for renovation to an existing facility for the purpose of client access and security?	Yes, but only if proposed activities related to client access and security contribute directly to the enablement of work, education and health monitoring in a community with a critical need. Funds may be used for renovation or new construction projects that directly enable work, education and health monitoring in communities with a critical need for the project.	8/8/2023	Application Process
Q47:	Does all funding end at the end of the grant period? Is funding a project director after the grant period (i.e. the 5-year-period of minimum continued activity) up to us?	Yes, all grant-related spending must end when the grant period ends. Costs incurred to provide the required services outside of this period are not eligible grant costs.	8/8/2023	Budget, Funding, and Usage
Q:48	Do you have any more information on whether purchasing or constructing a mobile health unit is an allowable cost under this grant?	No, a mobile health unit is not an allowable cost under the CPF program.	8/8/2023	Miscellaneous

Q:49	Can funds be used to get new signage for our buildings? Can funds be used to update landscaping? Is the purchase of a modular fixed structure (to put in a parking lot) an allowable cost? Can funds be used to renovate a parking lot (i.e., re-paving)?	The answer to each of these questions is the same: All expenses must be necessary, reasonable, allocable, and allowable; the Guidelines include 'site grading and improvement of land', as allowable. The applicant should demonstrate why every project component meets this burden to provide work, education and health monitoring services that address a critical need of the community served by it.	8/8/2023	Budget, Funding, and Usage
Q:50	Regarding the letters of commitment, if my organization already has an existing contract or MOU with an organization we'd like to partner with on this grant, will that contract/MOU suffice? Or will we still need to get a letter of commitment from them?	Yes, a specific letter of commitment to cover this project is preferred.	8/8/2023	Project Details
Q51:	We are considering making renovations to our school-based sites. If we are awarded the funding, can we give the money to the school, and they can hire their own contractors, etc.? Or would we (as the grantee) need to hire and use our own contractors, architects, etc., for the school renovations?	No, only the grantee can hire contractors or architects for a CPF project.	8/8/2023	Application Process
Q52:	When submitting the application, are drawings of all proposed renovations/construction projects required? Or do we need to submit the costs?	Drawings are not required. Complete the required budget form to the best of your ability.	8/8/2023	Application Process
Q53:	Would the program accept additional documentation to support the project such as architectural design plans or other similar renderings? And if yes, is there a place in the portal where we can submit these documents?	No. Renderings, drawings, and similar documents are too large to upload to Foundant. MiBs (the unit measure of data storage) are currently maximized with the current application upload requests.	8/8/2023	Application Process
Q54:	Grant period is from March 1, 2024 through June 30, 2026, plus additional commitment of 5 years of service - do our partners need to commit in their letter of agreement to provide services through 2031 or June 2026?	If your partners are integral to ensure the delivery of the required services, it would be best for that commitment to be clearly stated, or lacking that, discuss how your library would provide the same without the ongoing support of the initial partners.	8/8/2023	Eligibility Criteria and Community Engagement



Q55:	Please clarify, if we propose to do multiple projects at one location (i.e., renovate bathrooms, upgrade the HVAC system, purchase a generator, add charging stations for our MHU) can all those projects be included in one application? Or would each project require its own application (i.e., 1 application for the bathrooms, 1 application for the HVAC system, 1 application for the generator, etc.)?	A project at one location may include any components that will enable the organization to jointly and directly offer the required work, education, and health monitoring activities.	8/8/2023	Project Details
Q56:	Can you please confirm whether purchasing a modular unit is an allowable cost under this grant?	Please see A49 above. Please consult our guidelines, Allowable Costs on page 8 and our Application Scoring Criteria on page 15.	8/15/2023	Application Process
Q57:	Can funding be used to repair structural problems like our HVAC system, roof, or flood damage when these conditions prevent full usage of the facilities needed to deliver services?	Construction or improvements to facilities for general purposes are ineligible. The proposed capital improvements must be for the purpose of enabling the required projects: work, education and health monitoring programs.	8/15/2023	Budget, Funding, and Usage
Q58:	Are schools or school districts eligible to apply for this grant?	A Full Service Community School, as defined in the Guidelines on page 2, is eligible to apply. Traditional schools are not presumed to be eligible. Please see US Treasury's guidance regarding the Coronavirus Capital Projects Fund (Capital Projects Fund), page 9.	8/15/2023	Eligibility Criteria and Community Engagement
Q59:	Can we fund program staff for the required post-construction services?	You can use up to 10% of your budget for ancillary costs necessary to operationalize and put the capital assets to full use, including costs to increase broadband adoption and improve digital literacy. Please see our guidelines, page 9, and US Treasury's guidance regarding the Coronavirus Capital Projects Fund (Capital Projects Fund), page 15. These costs can only be incurred through the end of the grant period.	8/15/2023	Budget, Funding, and Usage

Q60:	Why is Red Bank not included as an eligible municipality for the Community Center Digital Connect program?	The eligibility criteria for the grant were determined based on a specific Census-derived index that considers several factors, including the percent of population with less than a high school degree, population size, percent of households without internet access, percent of families living in poverty, and predominant racial/ethnic group (> 25%). The methodology used to determine eligibility was designed to ensure that at least one community from each county is eligible to benefit from the grant. While Red Bank may have needs, the eligible communities were selected based on the specific factors mentioned in the U.S. Treasury’s grant guidelines.	8/22/2023	Eligibility Criteria and Community Engagement
Q61:	Can Red Bank apply for the grant even though it is not listed as an eligible community?	It depends. The guidelines for the Community Center Digital Connect program specify that the construction project must be located in and services must take place and benefit a community listed in the eligible communities. While a project may serve residents of other communities, it must primarily benefit the residents of the community selected. Organizations serving the listed communities are eligible to apply for a grant. An otherwise eligible applicant may submit an application if these criteria are met.	8/22/2023	Eligibility Criteria and Community Engagement
Q62:	My library is located in a town that is not listed as an eligible community under the Community Center Digital Connect program guidelines. Can we still apply for the grant?	It depends. The guidelines for the Community Center Digital Connect program specify that the construction project must be in, and services must take place and benefit a community listed in the eligible communities. While a project may serve residents of other communities, it must primarily benefit the residents of the community selected. Organizations serving the listed communities are eligible to apply for a grant. An otherwise eligible applicant may submit an application if these criteria are met.	8/22/2023	Eligibility Criteria and Community Engagement
Q63:	Will substitute towns be chosen if no one from the listed communities applies for the grant?	No, the eligible communities were determined based on a Census-derived index that considers factors such as education level, population size, internet access, poverty rate, and predominant racial/ethnic group. The methodology ensures that at least one community from each county is eligible to benefit. We do not anticipate selecting substitute towns.	8/22/2023	Eligibility Criteria and Community Engagement

Q64:	My library serves customers in one of the eligible communities, even though it is not located in that community. Can we apply for the grant?	The guidelines state that the construction project must be located in and services must take place and benefit a community listed as eligible. If your library undertakes a construction project located in one of the eligible communities and the project primarily benefits the residents of that community, then the library would be eligible to apply.	8/22/2023	Eligibility Criteria and Community Engagement
Q65:	Should we include a contingency in our budget summary?	Yes, please include the contingency in your budget summary. However, the final grant payments require documentation of expenditures prior to payment, so you would not receive these funds unless they have been spent.	8/22/2023	Budget, Funding, and Usage
Q66:	Can we still win a grant if we include an item that is deemed non-allowable in our budget?	Yes, we would strike any unallowable items from the budget, but could still make an award if the project merits it and could be achieved without the item. NJSL will review and approve a final budget for the project, ensuring that all costs are eligible.	8/22/2023	Budget, Funding, and Usage
Q67:	How should we handle contingency costs if we get a grant?	If your architect's plans include an item for "Contingency," which is typically for cost overruns or inflation, you should include this in your budget summary. However, you would not receive these funds unless they have been spent.	8/22/2023	Budget, Funding, and Usage
Q68:	Does the Library Board of Trustees have to pass the resolution to apply for the grant funds? If yes, is there a resolution template?	Yes, the Library Board of Trustees may need to pass a resolution to apply for the grant funds if they are the authorized body to accept grant awards on behalf of the applicant organization. The person who has the authority to apply for the grant on behalf of the applicant organization must sign Form A, Certification, in the Foundant application packet. There is not a specific 'Library Board of Trustees' resolution template, but a standard resolution template can be customized to fit the requirements of the library's board of trustees.	8/22/2023	Reporting, Monitoring, Documentation, and Reports
Q69:	Our library is looking to renovate a space owned by the local housing authority to create a satellite library location within an underserved area. If we haven't established a lease agreement yet, can we still apply for the CPF Fund Grant?	Yes, you can apply even without a finalized lease agreement. However, the grant would not be fully executed until a lease is in place.	8/22/2023	Program Overview and Project Specifications

Q70:	Is the long-term lease of a facility during the grant period, aiming to provide workforce, education, and health monitoring services, an eligible grant expense?	After consulting with the Department of Community Affairs, the long-term lease of a facility to provide workforce, education, and health monitoring services does not qualify as an eligible expense under the CPF grant. This restriction is grounded in the specific directives of the grant from the US Treasury.	8/22/2023	Program Overview and Project Specifications
Q71:	We have a many-paged audit report prepared by our accounting firm. Do you require the entire audit to be uploaded for the CPF Fund Grant application?	Yes, we request the entire audit report to be uploaded. This allows us to comprehensively review and understand your library's financial health and practices. If the file size is too large or if you encounter any issues while uploading, please let us know, and we'll provide an alternative solution	8/22/2023	Reporting, Monitoring, Documentation, and Reports
Q72:	Is the cost of moving operations to another location during renovation an allowable expense under the CPF grant?	No, the CPF grant guidance specifies that funds may not be used for operating expenses other than grant administration costs. Moving costs are considered as an operating expense and are therefore not allowable.	8/22/2023	Budget, Funding, and Usage
Q73:	What falls into category 12 of the budget form, "Ancillary costs necessary to operationalize and put capital assets to use"?	Ancillary costs refer to additional expenses essential to make capital assets functional, such as training staff for new equipment, setting up new systems, initial maintenance of machinery, cost related to digital literacy or safety inspections for new facilities.	8/22/2023	Budget, Funding, and Usage
Q74:	Are there standard forms in the Foundant portal for "Partner Letter(s) of Commitment," "Audit and/or 990s," and "Proof of NonProfit Status"?	No specific "forms" are provided for these sections. Applicants are expected to upload the relevant documents directly, such as commitment letters, the organization's audit or IRS Form 990, and proof of nonprofit status like a 501(c)(3) determination letter.	8/22/2023	Reporting, Monitoring, Documentation, and Reports
Q75:	In the grant guidelines, under "Project Partners," does it mean partners have to target all three grant areas?	No, partners do not have to target all three grant areas. The statement intends to convey that partners are likely necessary to ensure the comprehensive implementation of the project itself, however, must target all three areas.(Reference: Grant Guidelines, Page 7)	8/22/2023	Eligibility Criteria and Community Engagement

Q76:	In the CPF grant application, can we list a property we intend to purchase as our primary choice and a municipally-owned property as a backup?	Yes, based on the definition of a "Capital Project" for the CPF program, you must include the address you intend to purchase as your primary choice. It's also advisable to include a municipally-owned property as a backup to ensure flexibility in case of challenges with the primary property.	8/22/2023	Program Overview and Project Specifications
Q77:	Where can we find the list of the 150 communities?	The list of the 150 communities can be found in the guidelines document available on the website, specifically on page four. The communities are organized by county in the downloadable resource section under "eligible communities."	9/12/2023	Program Overview and Project Specifications
Q78:	Are you putting together the grant with ideas from us or are we writing the grant?	A qualified applicant can create a proposal for a capital project that includes providing the required services in an eligible community. <ul style="list-style-type: none"> <li>Qualified applicants include Public libraries, community centers or community health centers (non-profits) and full service community schools.</li> <li>The required services are education, healthcare, and workforce programs.</li> </ul> Having specific, detailed building plans when you apply is not a pre-requisite. If your project is selected for an award, based on the community needs and what you plan to provide, we can work with you to develop the best plan for the capital project.	9/12/2023	Application Process
Q79:	So the only thing due at the end of September is filling out the application; we don't need construction documents, correct?	Correct, the deadline is on Monday, September 25, 2023 you only need to fill out the application. Construction documents are not required at this stage.	9/12/2023	Application Process
Q80:	Have organizations been identified, but they must still apply?	Communities have been identified, but no specific organizations. The grant is open to various types of organizations, including full-service community schools, community health centers, community centers operated by nonprofits, municipal or county government, and public libraries as defined in New Jersey statutes.	9/12/2023	Eligibility Criteria and Community Engagement
Q81:	While local contributions for projects are always appreciated, it is not a scored criteria in the grant review process.	Would it be helpful if we got a matching grant for however much we receive from our city council? Would that make our application more attractive?	9/12/2023	Budget, Funding and Usage

Q82:	Can we pass this info along to our local Health Department or Workforce Center, for example, or can we partner with them?	We encourage you to share the grant information with local entities that may want to apply and may be eligible. Whether a workforce center, for example, can be defined as an eligible community center is not completely clear and will depend on the characteristics of the center. All public libraries are eligible. You can partner with any local group that will help deliver successful services in an eligible community. Working with local community partners to provide all the required services is considered a best practice.	9/12/2023	Eligibility Criteria and Community Engagement
Q83:	Could a library partner with a K-12 school?	The grant funds cannot be used for a traditional public school. The only eligible school is a designated full-service community school that provides wraparound services for children and their families. It is advised to check if there are any such schools in your vicinity.	9/12/2023	Eligibility Criteria and Community Engagement
Q84:	What are some of the issues you see post-COVID?	The main issues seen post-COVID are related to learning loss for both adult and K-12 students, access to healthcare including the boom in telehealth services, and unemployment disparities by income and race. The grant aims to create stronger individuals and communities by focusing on education, workforce, and healthcare.	9/12/2023	Miscellaneous
Q85:	Is there a budget that they have to fill out on the grant application?	Yes, a basic budget needs to be filled out to indicate the maximum amount you are asking for. Applicants need to complete the simple budget template in Foundant as part of the application. Please estimate the amounts as realistically as possible. The final award offered may be adjusted based on final estimated costs.	9/12/2023	Budget, Funding, and Usage



Q86:	Is the State Library the lead agency or does DCA make these decisions? Also, are public libraries supposed to be the lead organization in the projects funded by the \$18 million grant?	<p>The State Library is administering the \$18 million grant, not the NJ Department of Community Affairs. The funding comes from a U.S. Treasury program with guidelines that allow for a broader range of eligible applicants compared to other grants typically administered by the State Library.</p> <p>Public libraries are well-positioned to be the lead organization in these projects, but it is not a requirement. Libraries should ideally be partners in the community, and they can also be lead applicants. The grant is designed to be inclusive and not disadvantage communities that do not have a library but have significant needs. Other entities such as community centers and community health centers can also be lead applicants. The important criterion is that the capital construction for the project takes place in one of the identified communities.</p>	9/12/2023	Program Overview and Project Specifications
Q87	Can the Capital Projects Fund grant be used to install an elevator to improve accessibility for handicapped individuals at our library?	Yes, installing an elevator to improve accessibility can be considered an eligible project under the NJSL grant guidelines. Projects that address a critical community need and directly enable work, education, and health monitoring are eligible. It is important to clearly demonstrate in your grant application how the installation of an elevator will facilitate better access to services that enable work, education, and health monitoring, aligning with the grant's objectives. Additionally, awardees are required to commit to providing enhanced services for a minimum of five years following the project's completion.	9/12/2023	Budget, Funding and Usage
Q78:	Are spaces included in the 5000 characters limit for the application document?	Yes, spaces are included in the 5000 characters limit. The limit encompasses all characters, including letters, numbers, punctuation marks, and spaces. It is equivalent to approximately 2 pages of written content, depending on the formatting.	9/12/2023	Application Process