Questions and Answers
Application Materials

Date	Topic	Question	Answer
5/11/15	Cover Sheet	Under the budget information, what is meant by "total project budget (for support other than general operating?	Input the total direct project cost including requested amount and match. Do not include general operating, indirect costs, administrative costs. These costs will be addressed in the detailed project budget attachment.
5/11/15	Organizational Budget	Do I need to use the budget template provided?	No, the template serves as an example. Most organizations will have reports available to meet the needs of the organizational budget request and can provide them in their format.
5/14/15	General	Are only the dark counties highlighted on the map eligible or are HUC counties highlighted with a lighter color also eligible?	The shaded on the map are eligible. These include counties where Enbridge projects cross and the HUC watersheds listed. Higher priority is given to projects in closer proximity to the proposed pipeline corridors.
5/14/15	General	Are general operating costs eligible?	No, a proposal should be a project that addresses one or more of the environmental stewardship priorities. Indirect costs are allowed with some limitations.
5/27/15	Attachments	May I include letter(s) of support for my organization and or program when applying for a grant?	Yes, you may include letters of support and/or recommendation along with your application. Since we require the application to be submitted online in a PDF format, we ask that you create a PDF file any of your support materials and send as attachments along with your submittal. Also please note that any additional support documents to your submittal will not be counted as a part of the page limits as outlined in the RFP document.
5/27/15	General	How frequently will I be reimbursed for my project expenses?	We do not provide payment in advance of your project start date. When you apply for and receive a grant to fund your project, you will be expected to carry the first month of the project's expenses. After the project has started, you may invoice on a monthly basis to receive reimbursement.
5/27/15	General	What if my organization has many projects for which I would like to request funding? May I submit more than one application?	Yes, as long as your proposed project(s) meet the Ecofootprint grant program priorities as outlined in the RFP you may apply for a grant to each. Each application you submit will be fully evaluated by the Ecofootprint Grant program review committee.

5/27/15	General	I have some large project that may require a significant amount of funding to complete. If the Ecofootprint grant program is unable to fund my project in its entirety, is there an option to negotiate the amount of funding I may be able to receive?	Yes, in situation where the full amount of requested funding may not be available, the Ecofootprint review committee is able to work with those applicants whose projects meet the program's criteria and will determine the best funding options to ensure the success of the project.
5/28/15	General	Does proposal submission need to be completed in one large PDF file?	Electronic submission may need to split into a series of email messages due to size limitations of attachments. Please clearly identify the project and the number of messages that are part of the proposal submission in the Subject line of the email. For example, Project XYZ, Email 1 of 2; Project XYZ Email 2 of 2
5/28/15	General	If we are unable to meet the deadline for this grant cycle, can we still submit a proposal for a future round of funding?	Yes
5/28/15	General	We have an environmental education project that is directed to our community's youth. It is not a post-secondary educational effort. Is this project eligible for the Ecofootprint Grant Program?	This type of project can be considered under funding priority "Focus on environmental areas or issues that are most relevant to local communities". For the project to be considered it must be consistent with the community's commitment to environmental education and awareness.
6/2/15	Organizational Budget	If we use a fiscal agent, should the organizational budget reflect the fiscal agent or our group?	The organizational budget should reflect the fiscal agent if using a fiscal agent.
6/2/15	Attachments	Is the IRS determination letter required for all applicants?	No, only the 501©3 Non-profit organizations.
6/2/15	Attachments	Is a cover letter required?	A cover letter is not required.
6/3/15	General	Will I receive an acknowledgment of my application when submitted?	Yes, all applications are acknowledged upon receipt and review. If you have submitted an application and not received a response please send a note to colleen@minnesotarcd.org.
12/3/15	General	Will the project completion date for the 2017 grant cycle also be 11/1/17, or will the final cycle have a two year implementaion period also?	Our plan is that the 2017 grants will be on about the same schedule as the current 2016 cycle, but the deadline will be 11/1/2018. The date similarity between 2015 and 2016 is due to the lateness of the 2015 grant cycle. Our intent was to provide a 2 year implementation period.

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12/10/15	General	Our county is not listed on the elligible areas county list, does that mean we can not apply?	No, areas of elligibility include both the county and watershed areas. So if your county is not listed you may still apply if the project is within the approved watersheds. Projects in closer proximity to the proposed pipelines will receive additional points in ranking however.