



Local Community Engagement and Safety Mini-Grants Q&A

Past Grants

Have there been previous rounds of the Mini-Grant?

Yes. The previous round was for FY 2017-2018.

Do you have examples of previously awarded SCAG Mini-Grant application projects?

Yes, you can find more information the [Mini-Grant webpage](#) under “Previous Mini-Grant Awardees.” Previous projects included safety improvements to key intersections, art installations to facilitate slower and safer driving practices, and Safe Routes to School demonstration projects.

However, as the Mini-Grants are not funding in-person events and demonstrations in light of the pandemic, the majority of previously awarded projects are not eligible for funding in this round. Due to the current pandemic, proposed projects that do not align with public health recommendations around social distancing will not be considered.

Number of Grants

How many grants are expected to be awarded?

SCAG will award \$100,000 across the region. A minimum of 15 grants will be funded. Depending on what is proposed, the total number of grants may increase.

Is there a particular number of individuals you are looking for each project to reach?

These are neighborhood level grants. SCAG’s region is diverse, and depending on the scope of your project, SCAG understands that number of individuals participating or reached may vary.

Grant Expenditures

By when does the project need to be completed?

Projects need to be completed and final reports submitted by July 31, 2020. Payment will be made after submission of the final report, supporting documentation, and invoice.



When are funds disbursed?

Funds are reimbursed to awardees after the submission of the final report, supporting documentation, and invoice. SCAG estimates that organizations will receive payment between 5-8 weeks after final report, supporting documentation, and invoice submission and approval.

Eligible Costs

Can grant funds be used for honorariums or stipends for speakers or volunteers?

Yes, funds may be used for honorariums or stipends. These costs must be reasonable and cost effective. Please indicate any Mini-Grant funds used for honorariums or stipends as part of the Labor line item.

Is the subscription for virtual meeting tools (i.e., Zoom) an eligible cost?

The grant will cover the cost of a subscription for a virtual meeting tool used for a project. If an awardee has an existing subscription for one of these tools, the Mini-Grant will only cover the portion of the cost used for the project.

If we do a virtual training, can we use existing curricula? (e.g., using existing presentations, translating presentations.)

Yes, applicants may use existing curricula or presentation materials for their projects. Applicants may also use Mini-Grant funding towards a larger project, as long as they implement the project during the implementation period.

Can we use funds for personal protective equipment?

The Mini-Grants may fund personal protective equipment for use by staff or volunteers, if necessary for the safe completion of a project and subject to SCAG's review and approval. Please note that Mini-Grants will not fund in-person convenings or demonstrations.

Can we purchase specialized equipment for our project?

Some specialized equipment may need to be rented for a project, though some equipment may be purchased. SCAG would be happy to explore those materials with you and best way to approach .

Contracting

Is there an expedited contracting process with SCAG of the Mini-Grant?

For these Mini-Grants, a Consultant is administering the funds and SCAG will not be going through the full contracting process.



Scope/Objectives

Can a group use a Mini-Grant to leverage other funding?

Yes, a group may apply Mini-Grant funding towards a larger project.

Regarding the four objectives of the Mini-Grants program, if this project is applicable to only two of the objectives, and there is some crossover, would you recommend selecting both the objectives in the application?

Applicants are encouraged to identify the ways projects are relevant to any of the strategies and priority areas. Applicants are not expected to spend lengthy amounts of time on the application, so keep your responses brief and identify with whatever objectives your project matches best.

If a project were to change in scope due to outside forces and rapidly evolving contexts, how will that impact the grant?

SCAG understands that communities and organizations are experiencing shifting needs and capacities at this time. Selected projects will be required to participate in a mid-project check-in call or email to discuss the progress of a project and any unanticipated obstacles. SCAG will work with applicants on an alternative scopes, if needed.

If a pilot projects funded by a Mini-Grant is successful, would SCAG would be willing to leverage state or federal funds to continue the program?

SCAG will continue to serve as a resource to stakeholders to identify future funding opportunities for eligible partners.

Do grant proposals with a COVID-19 component have a better chance of getting selected?

In light of the pandemic, many applications will consider what it means to be safe at this time. SCAG will be scoring applicants across the board and will consider the impact of COVID-19 and shifting needs and priorities of communities across the region.

Can the Mini-Grants fund projects that provide education on the safe use of infrastructure (e.g., education around crosswalk buttons)? Or, should proposals focus more on virtual engagement?





The Mini-Grants are not intended to solely virtual projects. SCAG welcomes projects that address infrastructure and address engagement outside of virtual realm that also adheres to public health guidance.



Co-Branding

Can you provide examples of material available for co-branding?

The co-branded materials are community informed, message tested and data informed safety messages, available in English and Spanish. Example messages include “Slow down,” “Watch for People Walking and Biking,” and are available in a variety of mediums including materials for busses, bus shelters, posters banners. SCAG will co-brand with your logos, adjust messaging, print and ship. Example co-branded materials below:

Banner	Billboard
	
Lawn Sign	Bus Shelter
	



Do we have to allocate any budget in our grant proposal for these co-branded materials if we want to use them?

All co-branded materials are free and do not require a budget.

Do you have any co-branded signage with messages that encourage social distancing while walking or biking?

The messages used in *Go Human* co-branded material encourage slower and safer driving. SCAG can work with partners to explore alternative messages that respond to the needs of local communities.

Kit of Parts and Toolbox

What is the Kit of Parts? Can we use it for the Mini-Grant?

The Kit of Parts is a collection of modular physical “pop-up” pieces (similar to oversized legos) that support community engagement for planning efforts by demonstrating safety treatments. Local agencies can borrow a Kit of Parts at no cost. The Kit of Parts consists of parklets, creative crosswalks, separated bike lanes, median refuge islands, and curb extensions. SCAG is exploring how to deploy the Kit of Parts in accordance to current public health guidance.

What is the Toolbox, and how can it help quantify impacts?

The Toolbox includes resources on how to conduct a bike audit and walk audit, how to communicate with elected officials, and how to secure funding. To learn more about the Toolbox, visit the [Go Human website](#).

Insurance

What are examples of projects that require insurance? That do not require insurance?

Projects that require insurance include events at a local business or held in the public realm. Projects that do not require insurance include virtual trainings.

Additional Questions

Please reach out to us to help you shape a project to be eligible. Connect with Andrés Carrasquillo to chat at carrasquillo@scag.ca.gov.