

**Children's Board of Hillsborough County
PRO 2026 – 09 Request for Applications (RFA)
Small Nonprofit Grant**

Answers to Questions – Through 01/15/2026

Question 1: Qualifying question: We are a nonprofit housed on a school campus. We provide services to a couple middle schools at their school site. Are we disqualified?

Answer: CBHC is not seeking to fund services that are located in Private, Public, or Charter elementary, middle or high schools for this RFA.

Question 2: Announcements reflect birth to age 18 years old. What focus areas would a program serving 13-year-old qualify?

Answer: It depends on the services being proposed. Children are Healthy and Safe, Ready to Learn and Succeed, and Family Support each have outcomes with the target population of youth up to age 18. Please refer to the link provided in Section 2.1.2.

Question 3: Does the review team prefer to see many outcome alignments? I.e. gives preference to applicants who list more than three aligned outcomes.

Answer: In Section 2.1.2 list three outcomes from the link provided. Select the best outcomes that align with your proposed services.

Question 4: RFA is for \$50,000 for April-September 2026 but 2.2 about the budget says there's a possibility for year two. How do organizations apply for that second year?

Answer: Year two will be determined up to \$100,000.00 for grantees upon award and performance in year one.

Question 5: If a non-for-profit did not get chosen for a previous program, and be awarded with this program; can they reapply to that program again?

Answer: Proposers are welcome to apply if they meet the eligibility criteria for this RFA. There is not enough information to answer the question.

Question 6: What is the amount of funds an organization (non-profit) must have on hand prior to applying?

Answer: The expectation is for an applying organization to have two months of cash reserves on hand.

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Question 7: Are there any samples of awarded applicants that you may show as an example to assist applicants to ensure they are uploading the correct documents?

Answer: There are not a sample and documents uploaded may look different across agencies or proposed programs.

Question 8: Is there a pre-rubric prior to the program rubric for eligibility? If so, please provide a copy of the pre-rubric.

Answer: It is not yet available.

Question 9: The names of the people on the CRT team along with professional eligibility to make certain decisions and grade the applications for program.

Answer: There is not enough information to provide a response.

Question 10: Sample of the review annual financial statements; Income, Statement of Cash Flow, Statement of Changes in Equity.

Answer: A review of financial statements is a type of accounting service performed by an independent CPA which provides limited assurance that a company's financial statements are free of material misstatements and conform to the applicable financial reporting framework. An income statement shows a company's financial performance, specifically how much money it made or lost over a specific period. A statement of cash flows shows how much cash actually came into and went out of a company during a specific period. A statement of changes in equity shows how a company's owners' claim on the business' assets after subtracting liabilities changed over a specific period.

Question 11: What items that are not correct or missing will cause the application to not go to the CRT Team for review?

Answer: Incomplete applications and failure to submit required attachments or to comply with the submission instructions may result in disqualification.

Question 12: Is there a minimum balance in the organization's account to apply and be eligible for funding?

Answer: See the response to Question 6.

Question 13: Are water safety organizations eligible for this grant or do they have to apply for the Children's Board water safety specific grant?

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Answer: Services proposed to address a need are up to the Proposer which aligns with CBHC outcomes. Please read the entire release and appendix documents to determine organization interest and eligibility.

Question 14: Are technical services excluded?

Answer: There is not enough information to provide a response

Question 15: Are vendor services excluded?

Answer: No, please refer to budget instructions.

Question 16: What vendor requirements are needed to be eligible? Example: individual insurance for vendors?

Answer: Vendors are expected to meet the same requirements as an applying organization.

Question 17: Does the liability insurance need to be in effect at time of submission or at time of program date?

Answer: It is the expectation that the Proposer will have Liability Insurances in effect during the contract term if awarded.

Question 18: Can we ask for funding for multiple programs or projects and if so, do we need multiple budget forms completed for each project or program?

Answer: CBHC is not seeking to fund more than one application from the same Agency. The purpose of the RFA is to fund one program per Agency.

Question 19: Can we ask for multiple programs to be funded within one grant submission or different/multiple submissions needed?

Answer: See the response to Question 18.

Question 20: Does the program have to be revenue generating?

Answer: No, if fees are collected from program participants, the total amount during the contract term should be listed in revenue section of the budget under other funding sources.

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Question 21: Please explain column A-B; budget document?

Answer: Column (1) should reflect the total program budget, which shows the costs to operate the entire program (in addition to CBHC funds received). Column (2) should reflect the amounts requested from CBHC to help offset the total program budget amounts in column (1).

Question 22: Are we allowed to use grammar assistance tools? (i.e. CoPilot, Grammarly, etc.)

Answer: The proposer can determine what resources they need to complete the application. CHBC accepts no responsibility for any expense incurred by the Proposer in the preparation and presentation of such Proposal.

Question 23: What percentage of applicants are approved?

Answer: There is no percentage as each release is different.

Question 24: Is the grant a one-year or two-year grant or if an organization gets approved for year one, do they get renewed for year two?

Answer: See response to Question 4.

Question 25: Please provide clarification. What age group or grade levels does this small nonprofit grant cover?

Answer: The RFA seeks to support direct services for children (birth to age 18) and their families residing in Hillsborough County.

Question 26: Referring to Appendix #4, will all students need to complete the demographic data applications?

Answer: If awarded, Grantees will be required to collect and submit demographic data located in Appendix (#4) for participants served.

Question 27: What is ASO?

Answer: ASO is the Children's Board Administrative Services Organization which manages flexible funds utilized by authorized case management programs to pay for individualized family supports and services.

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Question 28: Please go over the timeline process on pages 5-6 of Addendum #1 (1.5).

Answer: Please refer to recorded information session available on the CBHC website under Funding Opportunities.

Question 29: Can we register multiple members?

Answer: Yes. Please see the SurveyMonkey Apply Applicant Guide Appendix #2.

Question 30: Please confirm the period start-end dates for Income Statement, Cash Flow, and Changes in Equity?

Answer: The start- and end-dates for an income statement, statement of cash flows, and statement of changes in equity submitted should reflect the applying organization's most recently completed fiscal year.

Question 31: Request clarification regarding eligibility, specifically related to the stated exclusion, 'Services located in Private, Public, or Charter elementary, middle, or high schools.'
Our organization is an independent 501(c)(3) nonprofit, and while our programming is delivered at school sites, we are not affiliated with or operated by the schools themselves.
Given this structure, we wanted to confirm whether our programs would be considered eligible under the grant guidelines.

Answer: See response to Question 1.