

## **FAQs**

### **Northern Forest Partnership Program Grants**

#### **Can NFPP funds cover expenses that have already been paid?**

No. NFPP funds can be used only for new expenses.

#### **What if the lifespan of the project begins before the NFPP 12-month grant period and continues into the grant period?**

- The applicant can request funds from NFPP for the project, and if granted, funds can be used only for new expenses.
- The application should clearly distinguish between the portion of the project that has been completed and what remains to be done.
- The applicant can rely on income previously earned/received, and/or in-kind contributions previously donated, for the project to serve as matching funds for NFPP grants as long as:
  - The matching income is not from any federal source.
  - The funds/donations are not counted as a match to some previous part of the budget.
- The applicant must understand that his/her grant contract will require a list of deliverables and timeline indicating how NFPP funds will be allocated.

#### **What if my project spans eligible and ineligible counties?**

NFPP funds can be used only in eligible counties. If a project includes counties not eligible for NFPP funding, the applicant can apply for funding only for the expenses associated with the project in the eligible county. In such cases, the budget should reflect only the expenses and income related to work in the eligible counties. For context, the applicant should explain that the work in the eligible county is part of a larger project.

#### **Can NFPP funds be used for construction of buildings?**

No, NFPP funds cannot be used for construction of buildings or other “brick and mortar” projects.

#### **Can NFPP funds be used to build woods roads?**

If a project meets NFPP goals and fits within the specified focus areas, the following are eligible for NFPP funding:

- Construction of woods roads for access or conservation.
- Educational and instructional programs that teach how to build woods roads.

#### **What types of businesses are eligible to apply for NFPP funding?**

Businesses eligible to apply for NFPP funding include sole proprietorships, partnerships, LLCs, corporations and other entities recognized by and operating in compliance with state laws and regulations regarding business organizations.

## **Sample Budget & Budget FAQs**

### **Expenses**

\$5,000	Project Coordinator (200 hours @ \$25/hr)
\$1,000	Photography
\$2,500	Graphic Design
\$7,500	Printing (8,000 copies, 20-pg booklet, color printing)
\$3,600	Research & Writing (15 days @ \$240/day)
\$400	Travel
\$300	Rent & Utilities
<b>\$20,300</b>	<b>Total Expenses</b>

### **Income**

\$5,200	Smith Foundation
\$5,000	Northern Forest Partnership Program
\$3,600	In-kind donation: Volunteer research and writing by professionals (valued at @ \$240/day for 15 days)
\$3,200	Jones Foundation
\$3,100	Membership Dues
\$200	Income from sale of book
<b>\$20,300</b>	<b>Total Income:</b>

## **Budget FAQs**

### **How should “In-Kind” contributions be accounted for?**

If your project includes “In-Kind” or donated goods and services, include them as Expenses and as Income, specifying what is being donated and its fair market value. For example, if a lawyer donates his time by gardening, then his time is calculated at a fair rate for gardeners, not for lawyers.

### **Can indirect costs be included in project budgets?**

You may include indirect costs in your request for funding from the Northern Forest Partnership Program. Indirect costs must be itemized in your project budget and must also be itemized in your final report.

If you have negotiated a federal rate for indirect cost recovery, you can use the negotiated rate, but you should still specify in your project budget and final report how those funds were used.

## **Project Problems FAQ**

### **What happens if we are not able to complete our project during the 1 year grant period?**

Projects that are partially completed can still receive partial funding. Projects not completed at all would be in default of the grant and funding would have to be returned.