

Community Schools Awardee/Administrator FAQs

PROGRAMMATIC QUESTIONS

Is water considered a utility for this program?

Yes, water is an eligible expense under utility assistance.

What if utilities (like electricity) are included in the rent that is in arrears?

This is an eligible expense and support can be provided through rental assistance.

What if utility arrears are identified as a barrier to rehousing?

Payment of utility arrears are an eligible expense to remove barriers and provide housing stabilization.

Are credit card charge fees incurred by the grantee if any when making direct financial assistance payments considered an allowable cost under direct financial assistance?

These operation related expenses can be charged as an indirect cost. The indirect cost rate will apply.

Is there a limit on the number of times a household can apply?

No, there is no limit to how often a household can apply. However, eligible households may only receive up to 15-months of assistance.

Is there a length of time a rental assistance can be provided?

Eligible households may only receive up to 15-months of assistance.

Up to 15 months of assistance per family/individual? Am I understanding that correctly?

Yes, per eligible household with a qualifying community school enrolled student.

If a child is enrolled in a Judy Center program within a community school, can the family be assisted?

Yes, Judy Center families are eligible for assistance.

Are there any limitations for providing financial assistance to households with varied residency documentation?

Residency can be determined by lease, rental agreement or proof of history of paying rent.

Can you provide a bit of clarity - is this limited to families with children who are *attending* a community school or families within a certain radius of a community school regardless of whether they had a child attending school or something else?

Eligible households must have at least one student attending a Community School in the jurisdiction where they are applying for assistance.

If a student/family that is enrolled in the program attends a community school. Will they be dis-enrolled if they graduate? Or homeschooled and attached to a community school?

In order to receive assistance through the CSRAP, a household must have at least one student currently enrolled in a community school. If the household is receiving support with perspective assistance the household will have to recertify eligibility every 3 months.

PROJECT APPLICATION QUESTIONS

Has a cap been set for how much is rewarded?

No, there is no cap on how much a grantee can apply for and no cap at this time on what a grantee may receive.

Can schools apply independently from the school district or would just the school district apply?

Schools are not encouraged to apply independently as the expectation would be that the recipient of the award provides services to the entire jurisdiction. Any grantee awarded funding is responsible for serving all the community schools in their county or region.

Can proposed projects include a planning period?

Yes, however, it is not encouraged to take more than three months for planning. Projects with the infrastructure and capacity to begin providing services right away may receive more points towards their application.

FY 26 budgets for government agencies will not be finalized prior to the submission deadline. Should they upload the one from FY25 or the proposed FY26 to meet that last attachment requirement?

If your FY26 budget is not finalized, please upload your FY25 budget.

If our FY26 Budget isn't adopted until later may, should we submit it later once it is adopted by our Mayor and Council?

You could, but this is not required.

Would you consider collaboration between applicants to serve a particular area?

We would like to identify 1 awardee for the jurisdiction. However collaboration on the backend is highly encouraged. Awardees may also subgrant a portion of their award if beneficial to do so.

Do applicants need to secure letters of support from the local school system(s)?

No, local letters of support are not required for application

So a women's and children's shelter working to help residents secure permanent housing (first, last & security) would be eligible to apply for funds but would compete with the local county school district for funding? Is that right?

Yes, as both organizations may be eligible to apply. Any nonprofit, local government agency, or quasi public-private organization are eligible to apply for program funds. Applicants must also meet the following minimum criteria:

- In Good Standing with the Maryland Department of Assessments and Taxation
- Have an active and compliant charity registration status with the Maryland Secretary of State (nonprofit or quasi only)

Can you please explain the FY25 and FY26 state funds again? Do we detail in our application if we are applying for FY25 (end date 12/31/2025) or FY26 (9/30/2026 end date)?

No, you do not need to break out FY25 versus FY26 funds when applying for the program. DHCD will make allocations from the combined budgets and let you know how your award has been broken out in the award notification.

Can you tell us what you anticipate reporting requirements will look like?

If you are familiar, reporting requirements will look like ERAP reporting. Awardees will be required to submit monthly invoices, data reports and transaction summaries via the grants management system.

BUDGET QUESTIONS

Is the 10% admin expected? Will it be weighed in the scoring?

No. Setting aside funds for administrative costs are optional and will not impact scoring.

So if a community is awarded FY25 and FY26 funding under this initial application, are you expecting the applicant to submit a 27 month budget since the one year renewal in FY27 is for a FFY funding cycle that starts Oct 1?

Applicants should submit a budget and program implementation plan based on the amount of funding they are requesting and how they plan to execute the program.

Wait, so the indirect costs are up to 15% but the total administrative budget cannot exceed 10%?

Correct, indirect cost rates have increased to 15% and should be connected to qualifying costs at a 15% cap. The Administrative set aside is capped at 10% of the total award request amount.

MATCH QUESTIONS

Is there any funding source that is excluded from being used on the housing stability line?

No, however, please be sure to include only resources that would go directly towards the administration of this project.

Is a match required?

No, there is no required match for these funds. However, grantees should demonstrate an ability to leverage other resources to supplement the awards' ineligible expenses; such as supportive services and case management.

Can you confirm the limitations if any on eligible match sources?

This project application does not require a documented match. Although, the grantee's ability to leverage other funding sources will hold weight in the application scoring process.



This program is made possible by a grant from the Maryland Department of Housing and Community Development.