



# UServeUtah Community Engagement Grant Resources: Frequently Asked Questions

Updated January 1, 2023

## **1. How often will this funding opportunity be available?**

This is a one-time funding opportunity and ongoing resources are based on funding from the state's legislature. UServeUtah will release the call for applications in March each year the grant funding is available. Applicants will need to reapply each year.

## **2. Can I apply for one or more grant?**

Yes. There are three types of Community Engagement Grants (Standard, EZ & Mini-Grant). Applicants can apply for one or more grants during the grant cycle; however, they will only receive funding for one Community Engagement grant per fiscal year (July - June).

## **3. I am a previous UServeUtah's Community Engagement Grant recipient. Can I apply again for funding?**

Yes, previous grant recipients may apply for one or more grants during the grant cycle; however, there are stipulations depending on the type of grant you are applying for.

- Standard Grant (over \$2,500): Funding is intended to support new initiatives or changes to existing programs that significantly increase volunteer and/or participant reach. If applying for a second grant cycle, applicants should focus on strategies for growth and/or improvement. Keep in mind that innovation is one of the criteria that will be used to assess grant applications. Previous grantees are eligible to re-apply for 50% of their prior grant award. Projects can be funded no more than two times.
- EZ Grant (under \$2,500): Previous grantees are welcome to apply. Projects can be funded no more than two times.
- Mini-Grant (under \$500): There are no stipulations to how many times an organization can receive a mini-grant.

## **4. What are examples of specific community engagement projects available for this grant opportunity?**

For this grant we are not looking for one specific type of project, but encourage organizations to apply for initiatives that meet the project criteria. This can be found on the Community Engagement grants webpage. We also recommend looking at past funded projects.

## **5. Can this grant funding be used on civics education projects or only direct service initiatives?**

The community engagement model used by UServeUtah is the Community Engagement Pathways. This framework identifies six pathways that should be used in conjunction with this grant funding. While the pathways model includes direct service, this is only one of the pathways that are collec-

tively needed to effectuate change and contribute to the common good. Two of the pathways that relate fairly directly to civics education include Policy and Governance and Community Organizing and Activism. The Standard Grant & EZ Grant applications require alignment with one of the Pathways.

#### **6. How can I learn more about the Community Engagement Pathways?**

We recommend the applicant take the Pathways survey and explore the various toolkits to determine how they can better engage individuals in their initiative. More information can be found at [userve.utah.gov/pathways](http://userve.utah.gov/pathways).

#### **7. The organization I work for provides direct service to improve the quality of life for Utahns. Am I eligible to apply?**

All (501)(c)(3)s; institutions of higher education; state agencies including public schools; government entities within the state including cities, counties, and municipalities; community or faith-based organizations; and partnerships of these entities are eligible to apply.

#### **8. What will I need to measure if I receive this grant funding?**

Recipients will need to measure the output (number of individuals served) and the outcomes (number of individuals that experienced a change of community and/or civic engagement skills, attitudes, behavior, or knowledge). Applicants need to have a plan to track the output and assess the outcome as a result of the particular initiative proposed for funding. This outcome must be measured during the grant period. Ideally, the change in community and/or civic engagement awareness and participation will continue as individuals move throughout their lives. Please reference the grant application's performance measurement resources for additional information on performance measurement.

#### **9. What is the match requirement required for this funding?**

The Standard Grant & EZ Grant funding received must be matched 100% with cash or in-kind contributions. Organizations that receive funding will submit a Reimbursement Request form that must include all expenses related to the project, including those not covered by the grant funding. The match requirement for the Mini-Grant has been waived.

#### **10. Since this is a community engagement centered initiative, can volunteer hours count towards in kind donations and qualify as match?**

This funding, the in-kind volunteer hours of individuals who participate in your community engagement activities as part of this grant can not be counted as match. If your organization engages skills based volunteers who provide other support functions to the nonprofit organization (e.g. bookkeeping) those in-kind volunteer hours could be considered match.

#### **11. Can the UServeUtah funding be applied as match for other grants?**

This funding may be used as match for other grants. However, you must indicate that you plan to use it as a match in the Community Engagement Grant application.

#### **12. Are Indirect Costs allowed to be charged on the Community Engagement Grant Funding Opportunity?**

Indirect costs can be included in the grant application budget. They will need to be outlined in the budget and included as a line item(s) in that section of the application.

**13. When will our organization be reimbursed and/or funded?**

The Standard Grant is a reimbursement grant. Grant recipients are required to complete the final report and reimbursement request no later than 45 days after the project. Upon approval, reimbursement should arrive within 4 - 6 weeks post submission.

The EZ Grant & Mini-Grant funding will be awarded at the beginning of the fiscal year (July).

**14. I am having trouble with the Qualtrics application.**

You cannot save your progress on the Qualtrics application. If you are not going to be completing it online all at once, we recommend downloading and filling in the Word until you are able to submit all of your answers. If you have other issues, please contact Judy Hut at [jhut@utah.gov](mailto:jhut@utah.gov).