

***Question: Fiscal Audit documents are required? Our organization has never had the opportunity [to] receive funding.***

Answer: The Fiscal Audit documents are listed with the mandatory documents on Page 14 of the FY25 NJLEAD Notice of Grant Opportunity (NGO). A fiscal audit is an independent examination of an organization's financial records and statements to ensure accuracy and compliance with accounting standards and regulations. It provides an assurance that the financial information presented is fair and reliable. The Fiscal Audit documents are received from an independent auditor or accounting firm hired by your organization as part of this process, and are used as part of the FY25 NJLEAD application review process. If your organization does not have a Fiscal Audit, please provide the organization's most recent financial statements (multiple years for comparability, if appropriate) as part of your supporting documentation with your FY25 NJLEAD Grant application to demonstrate the financial competency and fiscal solvency of the organization.

***Question: The fiscal agent, if they do not have a background in finance is that held against our application even though in addition we will use a third party such as ADP?***

Answer: The fiscal agent will be the primary contact for FY25 NJLEAD financial related questions, and required fiscal reporting and supporting documentation. It is up to the organization to determine that the individual named can perform this role. A third party contractor, such as ADP, provides support as outlined in the contractual agreement.

***Question: In addition to the Reentry Support Specialist, is it permissible to fund a staff member providing clinical counseling to participants?***

Answer: If the scope of the services proposed supports clinical counseling, you may include it as a part-time consulting service.

***Question: As mortgage is not allowable under this program, will the NJDOC allow rental costs and daily expenses incurred for the home as eligible expenditures?***

Answer: For FY25 NJLEAD, Rental Costs for the organization are allowed for the organization's portion of office rental space, either the square footage percentage dedicated to NJLEAD programming as part of the entire office space (500 square ft. of a 1,000 square ft. office = 50% of monthly rent) or the percentage that FY25 NJLEAD awarded funding would be of the organization's Total Revenue during the NJLEAD Grant period (example: \$100,000 NJLEAD Grant and \$400,000 Total Organization Revenue = 25% of monthly rent). In regards to daily expenses incurred for a home [office], these expenses would have to pass the requirements of the IRS Business Use of a Home.

***Question: Is there a maximum number of individuals that can be served in the same dwelling if each individual has their own bedroom?***

Answer: All dwellings must follow state and municipal guidelines for rooming houses.

***Question: Is the NJDOC prioritizing particular counties or regions in their distribution of awards under this program?***

Answer: The NGO looks to fund agencies based in regions where NJDOC receives a majority of sentenced individuals. However, to meet the goal of having partners across the counties, rural areas where fewer releases return and have limited services are also being considered.

***Question: Is it permissible to combine part-time Reentry Support Specialists into a full-time position?***

Answer: Yes, it is permissible to combine part-time Reentry Support Specialists into a Full Time position.

***Question: Does the requirement for "Disclosure of any contracts with the State of New Jersey, etc." under Proposal Outline Section I., include all Fee for Service contracts?***

Answer: Yes, all State of New Jersey Fee for Service contracts and agreements must be included.

***Question: As an organization that has numerous active contracts with the State of New Jersey, is it permissible to provide the "Disclosure of any contracts with the State of New Jersey, etc." as an additional appendix excluded from the proposal narrative page limit?***

Answer: Yes, it is permissible to provide a numerous active contract listing with the State of New Jersey as an additional appendix to the proposal narrative, as long as the appendix is included and referenced in the Proposal Narrative.

***Question: Scope of Work - "The nonprofit community-based corporations or associations must use funds to hire one full-time or up to two part-time Reentry Support Specialists". - Is the grantee permitted to hire more than one Reentry Support Specialist?***

Answer: Yes, the grantee is permitted to hire more than one Reentry Support Specialist.

***Question: Page 11 - Budget Narrative - "The budget shall not include the following costs: Mortgage Costs." - Our current grant allows for funding to be used for office rental space. Is that still permitted?***

Answer: For FY25 NJLEAD, Rental Costs for the organization are allowed for the organization's portion of office rental space, either the square footage percentage dedicated to NJLEAD programming as part of the entire office space (500 square ft. of a 1,000 square ft. office = 50% of

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Category B: Reentry Supportive Services

Question Period Ending May 7, 2025

monthly rent) or the percentage that FY25 NJLEAD awarded funding would be of the organization's Total Revenue during the NJLEAD Grant period (example: \$100,000 NJLEAD Grant and \$400,000 Total Organization Revenue = 25% of monthly rent).

***Question: Is there a minimum number of housing needs required for one to meet to apply for this funding opportunity?***

Answer: There is no minimum amount of housing required.

***Question: Are there limitations to providing programming to residentially housed and non-residentially housed formerly incarcerated inmates?***

Answer: Limitations may be based on any post-release restrictions placed on an individual.

***Question: Will the DOC cover or reimburse payments for hotel stays if we have an existing MOU with a motel?***

Answer: Under Services Gap funding, for Housing Assistance reimbursement for hotel stays if there is an MOA with a motel may be approved; however, these stays would be subject to FY25 NJLEAD discretionary approval processes.

***Question: Can people enroll in the program who were not engaged while incarcerated?***

Answer: Yes, formerly incarcerated people may receive your services post-release if they meet the eligibility criteria outlined by the NGO.