

Ontario County Workforce Development Grant Program Frequently Asked Questions

Q: Who is eligible to submit a grant proposal?

A: Proposals can be submitted by non-profit organizations [501(c)(3) or 501(c)(19) organizations], municipalities, or for-profit business that qualify as a “small business” under ARPA (have no more than 500 employees and qualify as a small business concern as defined in Section 3 of the Small Business Act) who have a physical location within Ontario County and are current on their local taxes and fees.

Q: What is the available grant amount?

A: Grants are subject to a minimum award of \$5,000 and a maximum award of \$200,000. All grant awards require a 50% match.

Q: Can the match be ‘in-kind’ services or labor?

A: Yes, a portion of the match can come from in-kind labor, services, or donated materials, however a portion of the match must be in the form of cash equity. There is no set threshold for how much of the match needs to be in cash but the amount of funding that is ‘leveraged’ is a consideration when ranking and scoring applications.

Q: Is the grant paid out on a reimbursement basis?

A: Yes, the awardee will need to provide cost documentation to receive repayment/reimbursement.

Q: Will be awards be made on a ‘first come first served’ basis

A: No. Applications will be reviewed and scored as a group, according to the following review criteria:

- Applicant experience and capacity
- Cost effectiveness and leveraging
- Sustainability
- Community need and impact

* Project will need to proceed in accordance with federal eligibility requirements as put forth in the American Rescue Plan Act

Q: How often can a recipient submit for reimbursement?

A: Reimbursements will be processed on a set, monthly schedule. An awardee may submit for reimbursement as many times as needed, in accordance with that schedule.

Q: When can awardees begin incurring eligible costs?

A: Costs from the time of the contract date are eligible for reimbursement.

Q: What, if any, tax implications are there for grant recipients?

A: We recommend that you consult a tax professional for determinations related to potential state and federal tax liability.

Q: Can an organization apply for multiple activities?

A: Yes, if applying for distinct projects or initiatives, please prepare and submit separate applications. If, however, the activities are related, please itemize each of them clearly in the application budget.

Q: Will joint applications be accepted?

A: Yes, Ontario County will be entering into a grant agreement with one entity, so a “lead” or “contract” applicant will need to be identified in the application.

Q: Will partial awards be considered?

A: Yes, if the selection committee feels that a full request is infeasible for any reason, yet a project is considered worthy of funding, we reserve the right to discuss budget options with the applicant and to make partial awards.

Q: When will grant awards be announced?

A: It is expected that funding decisions will be made toward the end of 2023 or the early part of 2024. All proposers will be notified in writing of the County’s decision with respect to their proposal.

If you are having trouble completing the application, or have questions not addressed here, please contact Chuck Bell at cbell@harrisonplacestudio.com