

NH NONPROFIT EMERGENCY RELIEF FUND

A Fund of the Governor's Office for Emergency Relief and Recovery

*Administered by the NH Center for Nonprofits, NH Charitable Foundation
and NH Community Development Finance Authority*

Frequently Asked Questions

Read this FAQ document in [Español](#), [Português](#), [नेपाली](#), [عربي](#), [Français](#)
Applications due by 4:00 pm on Thursday, June 25

1. Where does the funding come from for this NH Nonprofit Emergency Relief Fund?

The funding for this program comes from \$1.25 billion in federal Coronavirus Relief Funds awarded to the State of New Hampshire as part of the federal CARES Act. The Governor's Office of Emergency Relief and Recovery (GOFERR) has contracted with the New Hampshire Center for Nonprofits, the New Hampshire Charitable Foundation, and the Community Development Finance Authority to assist in developing and administering this grant program on behalf of the state, consistent with federal and state requirements.

2. How does my organization apply for this funding?

All applications will be processed through the New Hampshire Charitable Foundation's online grant portal, GrantSource (https://nhcf.smartsimple.com/s_Login.jsp). The first step to accessing this application is to update or create an organizational profile.

3. How much will be awarded?

GOFERR has allocated \$60 million to this NH Nonprofit Emergency Relief Fund.

4. Who is eligible to apply?

Applicants must be 501(c)(3) charitable organizations; and, consistent with the CARES Act, must demonstrate that they incurred or will incur necessary expenditures and/or losses due to the COVID-19 public health emergency between March 1 and December 30, 2020. Further eligibility details are described below.

5. How much is my organization eligible to apply for?

Your organization is eligible to request an amount equal to all actual expenditures/losses and estimated future expenditures/losses incurred due to COVID-19 from March 1, 2020 through December 30, 2020, less any other federal emergency loans or grants received, or that you anticipate receiving, to meet these same needs/expenditures. Due to the great need for funds, however, this NH Nonprofit Emergency Relief Fund will not meet 100 percent of the sector's need.

6. What counts as an expenditure and/or loss due to COVID-19?

A wide range of expenditures or losses due to the public health emergency may be eligible for this funding. Examples include, but are not limited to, the following:

Expenditures:

- Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment
- Expenses for cleaning and disinfection of facilities
- Expenses for quarantining individuals
- Emergency financial assistance provided to individuals and families directly impacted by loss of income due to the public health emergency
- Expenses for food delivery to vulnerable residents to enable compliance with public health precautions
- Costs for additional staff hours to address enhanced direct care needs, or to replace volunteers rendered unavailable due to the public health emergency
- Expenses for equipment to improve telework capabilities, or other tools or supplies to support social distancing related practice change and service delivery
- Capital improvement projects incurred specifically to mitigate spread of the virus during this public health emergency.

Net Losses:

- Net losses due to fundraising events cancelled because of stay-at-home orders or to promote social distancing
- Net losses due to reduced earned revenues (e.g. ticket sales, memberships) because of business or facility closures due to stay-at-home orders or to promote social distancing
- Net losses due to reduced earned revenues because of decreased public demand as a result of the public health emergency

7. How can my organization demonstrate expenditures or losses related to COVID-19?

To start determining your eligible expenditures and/or losses please [review this worksheet](#).

While you do not have to use this template, it will provide a good example of how to calculate the basis for your request, and show your calculations. If you need further assistance, please email nerf@nhcf.org and we will be glad to help.

8. Is this a first-come-first-served program?

No, there will be no priority afforded those who apply early. All applications received by the posted deadline will be considered equally.

9. How much can applicants expect to receive?

Award size will depend on the total requested by all applicants. We expect total requests to exceed the \$60 million in available funding. Thus, it is very likely that organizations awarded funding will receive less than their full requested amount.

10. Who will decide which organizations receive funding?

A Fund Committee comprised of representatives of the New Hampshire Center for Nonprofits, the New Hampshire Charitable Foundation, and the New Hampshire Community Development Finance Authority will make grant determinations, which will be submitted to GOFERR and the Governor for final approval.

11. Who will disburse these grants?

The State Treasury will disburse grant awards directly to nonprofit grantees.

12. If an organization is awarded funding, for what purpose can these grants be used?

Based on current guidance, if funding is awarded for past eligible losses or expenditures then grant dollars are treated as reimbursement and can be used for any purposes consistent with the organization’s mission. If funding is awarded for future projected expenses then it must be used specifically for those expenses.

13. Is there a deadline for the grant funds to be expended?

The language of the CARES Act requires that all expenses or revenue losses must be incurred by or before December 30, 2020 to be allowable as the basis for an award. If funds are awarded to compensate for revenue losses that are actual or estimated will occur before December 30, there is no specific timeframe for nonprofits to expend these funds. Money awarded for estimated expenses must be spent December 30, 2020.

14. When will these grant dollars be distributed?

We expect grants to be made no earlier than late July or early August. Funding determinations will be submitted to GOFERR and the Governor, and the state will make final grant decisions, verify required registrations (see below), and require a signed grant agreement before releasing grant awards.

15. Who is ineligible to apply for this program?

The following organizations are NOT eligible to apply for this funding:

- Organizations eligible for primary relief under other GOFERR-approved funds, specifically the [NH Childcare Relief Fund](#) and the [Healthcare System Relief Fund](#)
- For-profit entities
- Organizations that are 501(c)(4)s or 501(c)(6)s
- Schools K-12 including charter, public and private
- Booster clubs
- Municipalities, municipal subdivisions, or other government agencies
- Colleges or universities
- Assisted living and retirement communities
- Grant-making Foundations
- Trade associations
- Credit unions
- Insurance trusts
- Entities that exist solely to administer scholarship funds and programs
- Country clubs, golf clubs, other private clubs
- Cemetery trusts and associations
- Fraternal orders

16. What are “healthcare organizations” for purposes of this fund that will not be eligible to apply?

Organizations that bill for clinical health care treatment and services are ineligible for the NH Nonprofit Emergency Relief Fund as a healthcare organization. Organizations that do not provide clinical care and do not bill for health care reimbursement would be eligible to apply to the Nonprofit Emergency Relief Fund.

17. What if my organization is eligible to apply for other GOFERR-approved CARES Act funds, but only for a small portion of our broad array of programs?

We recognize that some nonprofits provide a broad range of programs and services. If an organization has experienced significant expenditures or losses for programs that are not eligible to apply for other GOFERR-approved funds, the organization may apply to the NH Nonprofit Emergency Relief Fund for the portions of its work that are not eligible for other GOFERR programs. The application should be completed with focus only on these other portions of the work, and all requests calculations must separate out programs that were eligible for the [NH Childcare Relief Fund](#), [Healthcare System Relief Fund](#), or other GOFERR-approved programs.

18. Are faith-based or religious organizations eligible to apply?

Religious organizations are eligible solely with regard to any nonsectarian programs or services that are offered to the general public without regard to faith, affiliation, religious belief or practice, and that are provided in a non-discriminatory way that benefits the larger community. E.g. a church runs a food pantry that is open to all in need, without regard to their church membership or adherence to any particular religious beliefs or practices. Costs of the food pantry, but not the other aspects of the church such as worship and religious instruction, may form the basis of an application.

19. What if my organization is headquartered outside of New Hampshire?

Funding under this program is only available to support work taking place in New Hampshire by organizations that have both paid staff and physical facilities within NH state boundaries. The application should be completed with a focus only on New Hampshire-specific work, and all financial submissions must separate out New Hampshire activities from overall work.

20. What if we are headquartered inside of New Hampshire, but also work in other states?

The application should be completed with a focus only on New Hampshire-specific work.

21. If my organization is not a stand-alone 501(c)(3) and relies upon a fiscal sponsor are we still eligible to submit an application?

While only 501(c)(3) organizations are eligible to apply for the NH Nonprofit Emergency Relief Fund, we recognize that there are some 501(c)(3) organizations that operate as fiscal agents for one or more other community groups. Therefore, the 501(c)(3) host organization may submit an application on its own behalf, as well as a separate application on behalf of any entity for which it acts as fiscal agent. If you have questions or would like to discuss this further, please send an email to: nerf@nhcf.org

22. What if my organization received a PPP loan or other federal funds, or expects to receive other federal funds? Am I still eligible to apply?

Yes, however you will be asked to specify how much you received, or expect to receive, in other federal emergency related loans or grants. There is no “double dipping” — this program can fund only remaining expenses or losses not covered by other federal funds.

23. If I am awarded a grant from the state, what will be required to receive the funds?

The state will require all organizations to confirm federal debarment status and be registered in

the state vendor system. The state may require registration on SAM.gov. View [information on how to complete these actions](#). Finally, the state is also in the process of finalizing service agreements that any fund recipient would be required to sign and uphold. As soon as they are available, the agreements will be posted.

24. What if my organization has a pending application for other federal funds, but we do not yet know whether or how much other federal funding we may receive?

According to the CARES Act and related federal guidance, expenses that have been or will be reimbursed under any other federal program are ineligible for payment with these funds. Your organization will be required to manage this federal grant in concert with any other federal funding you may receive. If you subsequently receive other federal funds to reimburse for some of the same expenses or losses that are the basis for a grant received under this program, you will likely be required to return any duplicative funds.

25. What kind of reporting will be required as a recipient of these funds?

The Charitable Foundation will not have any reporting requirement. The state is still finalizing its reporting requirement — but grantees will likely be required to submit a report to GOFERR by January 15, 2021, demonstrating all necessary business expenditures and net losses between March 1, 2020 and December 30, 2020. Supporting receipts, invoices, bills and other similar documents or accounting records may be requested by the state as part of a future state audit. To the extent that actual, un-reimbursed allowable costs and lost revenues during this period turn out to be less than the amount of the grant received, there is a risk that the excess grant funding may be subject to recoupment by the state.

26. What criteria will be used to assess grant applications and determine how much funding applicants receive?

Applications will first be evaluated as to basic program eligibility, and whether they document expenses and/or losses allowable under the CARES Act. This program will fund nonprofits across a broad range of program areas (human services, youth, arts, environment, civic engagement, etc.) The amount of funding awarded, assuming that total requests exceed available funds, will also take into account the following criteria:

- Populations served by the organization
- Communities served by the organization
- Organization’s record of accomplishment and impact
- Community need met by the organization

There will be some priority in allocating funding for applicant organizations serving vulnerable populations, those operating in low income communities, those with a strong demonstrated track record of impact, and those meeting critical community needs — especially (though not exclusively) where those needs are COVID-19 related. Such priority weighting is expected to inform the scale of recommended awards, rather than whether a particular applicant is recommended for a grant. Again, we encourage all kinds of eligible nonprofits to apply, and hope to award some funding to as many eligible applicants as possible.

27. Are financial audits required for this grant program?

No financial audit is required for application to this program. However, nonprofits that receive and expend more than \$750,000 in combined federal funds in any fiscal year, including any

grant received under this NH Nonprofit Emergency Relief Fund, or under other CARES Act programs, will be subject to a federal single audit. [Learn more information.](#)

28. Who do I call if I have a question about my application?

Email any question to nerf@nhcf.org — please be sure to include your contact information and your organization’s name in the subject line. For assistance, you may also call 1-888-656-2003.

29. Will there be other opportunities to get questions answered about the fund?

The New Hampshire Center for Nonprofits will host an informational webinar and series of question-and-answer sessions throughout the application window:

- NH Nonprofit Emergency Relief Fund Q&A session.
 - [June 17 Q&A recording](#)
 - [June 18 Q&A recording](#)
 - [June 23 Q&A recording](#)

UPDATE: Webinars were held on June 11 and June 15. Staff presented the same basic content in both presentations but answered questions at the end of each webinar. You can listen to them here:

[June 11 webinar](#)

[June 15 webinar](#)