

Asian American Center of Excellence (AACE) Micro-Grants Frequently Asked Questions

1. Who are Asian Americans & Pacific Islanders?

- a. [Asian Americans](#) and [Pacific Islanders](#) are individuals who belong to the following groups:

- | | | |
|-----------------|---------------------|----------------|
| 1) Afghani | 12) Indonesian | 23) Okinawan |
| 2) Asian Indian | 13) Japanese | 24) Pakistani |
| 3) Bangladeshi | 14) Korean | 25) Polynesian |
| 4) Bhutanese | 15) Laotian | 26) Samoan |
| 5) Burmese | 16) Malaysian | 27) Sri Lankan |
| 6) Cambodian | 17) Marshallese | 28) Taiwanese |
| 7) Chamorro | 18) Melanesian | 29) Thai |
| 8) Chinese | 19) Micronesian | 30) Tongan |
| 9) Fijian | 20) Mongolian | 31) Vietnamese |
| 10) Filipino | 21) Native Hawaiian | |
| 11) Hmong | 22) Nepalese | |

2. What is the definition of capacity building?

- a. According to the [World Health Organization](#), capacity building means to “improve health through the advancement of knowledge and skills among frontline practitioners; the expansion of support and infrastructure for health promotion in organizations; and the development of cohesiveness and partnerships for health in communities.”

3. What do “health and wellness programs and social support services” mean?

- a. This means that your organization provides services or programs related to health, wellness, or social support. Examples of health programs include chronic disease management, primary care services, and mental health screenings. Examples of wellness programs are cooking classes, health education and outreach programs, or senior wellness programs. Examples of social support services are food pantries, case management, and job readiness programs.

4. What does “Advancement of knowledge and skills among staff, volunteers, or other practitioners” mean?

- a. This means that people in your organization learned a new skill or gained knowledge as a result of the grant.

5. What does “Expansion of support and infrastructure for health and wellness programs and/or social support services” mean?
 - a. This means that your organization was able to provide a new service or improve an existing service related to health, wellness, and social support as a result of the grant.
6. What does “Improvements in information flow or organizational infrastructure” mean?
 - a. This means that your organization was able to make internal improvements that will allow it to operate more efficiently and/or with better direction and vision.
7. Can I apply for this funding if my organization also serves Asian Americans and Pacific Islanders from other counties or states? Can I apply for this funding if my organization also serves other races? Can I apply for this funding if my organization is headquartered in another jurisdiction?
 - a. Yes, you can still apply as long as your organization has been serving Asian Americans in Montgomery County since July 1, 2021.
8. Under “Funding Categories,” what does “Operating costs for direct services to clients” mean?
 - a. Operating costs are day-to-day expenses like rent, utilities, printing, postage, etc. Direct services refer to the services an organization provides directly to its target population. The AACE micro-grants will not fund operating costs for direct services to clients.
9. What are the reporting requirements?
 - a. An end-of-year final report is due on July 10, 2023, which is after the end of the grant period (see [report template](#)). In addition to the report, close-out interviews will be conducted.
10. Are the grants for the activities and services performed in the past or for the future, or for both?
 - a. The grants are for activities and services performed during the grant period of March 6, 2023, to June 30, 2023.
11. Is it possible to be outside of these categories?
 - a. No, all requests must fall within one or all listed funding categories.
12. Can an application be submitted with activities in multiple categories you listed?
 - a. Yes, your organization can apply for funding in one, two, or all categories.
13. Is there a match requirement for the budget?
 - a. No

14. Can I request funding to cover part of an expense that costs more than \$5,000?
 - a. Yes, but the funding must cover at least 50% of the total cost.
15. Will the award be awarded to one organization or multiple?
 - a. Multiple
16. Can an organization submit more than one proposal?
 - a. An applicant must only submit one proposal. A proposal can contain funding requests for multiple categories.
17. I am applying for funding for multiple categories. Can I upload multiple estimates, quotes, or other proof of pricing?
 - a. No, please combine all estimates, quotes, and proof of pricing into one document.
18. How many awards are available?
 - a. There is no a limit on awards, but there is a cap on award amounts - \$5,000 per funding category. The maximum an organization can receive is \$15,000, assuming they get the full reward in all 3 categories.
19. How do I know which year's budget to upload?
 - a. For organizations that follow the calendar year, please upload your 2022 budget. For organizations that follow a fiscal year, please upload your FY2023 budget.
20. We are a faith-based organization that doesn't have to file taxes. Should we still submit a budget?
 - a. Yes. Tax exemption is not related to submitting an organizational budget for a grant.
21. My organization is waiting for our Good Standing Certificate; it may not be delivered before the application deadline. What should we do?
 - a. If the certificate is taking time, please ensure that your organization is in good standing by using the following link: <https://egov.maryland.gov/businessexpress/entitysearch>. If the organization is in good standing, we can accept the actual certificate at a later time.
22. If I created an account to apply for the Healthy Communities Fund in the past, do I have to create a new account to apply for this grant?
 - a. No, you can log into your existing account and should be able to access the application for this grant opportunity once it goes live on Tuesday, January 17, 2023.

23. What is the timeframe for the project?
- a. The program starts on March 6, 2023, and ends on June 30, 2023.
24. Will the informational webinar be recorded?
- a. Yes, you can find the recording of this informational webinar at the bottom of the AACE Micro-Grants webpage: <https://aahiinfo.org/asian-american-center-of-excellence-micro-grants/>. Scroll to the bottom of the page and click on the button that says “Informational Workshop Recording.”
25. Is this grant only applicable to those 501(c)(3) or 501(c)(4) organizations registered in Montgomery County, MD?
- a. One of the eligibility criteria is that you have to be a nonprofit organization with either 501(c)(3) or 501(c)(4) tax-exempt status to apply for the grant.
26. Is the grant only to be used for Asian-specific health projects?
- a. Yes, this grant program is for the Asian American and Pacific Islanders in Montgomery County, MD.
27. Can we submit more than one proposal for the same category?
- a. No, you will submit one application for your funding request. Even if you are requesting funding for more than one funding category, you can include all the information in one application.
28. Can there be a collaboration between nonprofits?
- a. Yes, it’s possible, but this grant is not to fund a program. This grant is designed to support the growth of organizations and help them build their capacity.
29. Can you clarify the difference between professional development and consultants? If we advise someone to come and train staff, can we report this under professional development or consultants?
- a. The training can be reported as either professional development or consultants. If they’re training staff on processes or building a process internally and training staff on how to use that process, then it could be reported under consultants. If you are bringing them in to train staff, for example, on a program or training staff on how to give blood pressure screenings, then that would fall more under professional development.
30. Can an organization apply if they received their designation after July 1, 2021, but was formed by July 1, 2021?
- a. As long as you have demonstrated proof that you have been continuously delivering health and wellness programs or social support services to diverse AAPI communities in Montgomery County, MD, since July 1, 2021, and have your designation at the time of the application, you can apply.

31. I selected the wrong category or impact statement during the application process, how do I deselect a category or an impact statement?
- a. To properly backtrack, the applicant will have to select a new funding category under "Funding Request." Go back to the original funding category you don't intend to apply for and uncheck all the impact statements. Then go back to the "Funding Request" and uncheck the funding category for which you don't intend to apply. This will remove all unwanted funding categories and your related impact statements.