

Maryland Day to Serve 2016

Frequently Asked Questions from July 13 Webinar

For questions about the Motor Vehicle Administration's previous participation in Day to Serve and its "Stuff A Bus" event, contact Natalie Grasso at ngrasso@mdot.state.md.us.

Q: Is Day to Serve statewide?

A: Yes! Day to Serve is an initiative that includes the entire state of Maryland along with Virginia, West Virginia and Washington D.C.

Q: Will the Governor grant administrative leave to state employees to participate in Day to Serve as he did last year?

A: We are looking into this and will notify you once it has been decided.

Q: Can we donate food from food drives to organizations other than the Maryland Food Bank, for example MCVET?

A: Yes! The Maryland Food Bank is an organization that we provide as a resource to volunteers, but you absolutely can reach out to other organizations.

Q: We are planning on doing a city beautification project that will include multiple projects, such as painting light posts, planting flowers, and more. Would volunteers recruited for the day be an appropriate output to report on instead of food collected?

A: Yes! After you complete your event, please login to your daytoserve.org account to upload results and pictures. You will want to collect information on the number of volunteers, number of youth volunteers (under 18), hours of volunteer service (include planning), and any other results of your project such as the amount of food collected (number of cans, boxes or pounds), amount of garbage/debris collected (number of trash bags or pounds), number of trees planted, and anything else of significance.

Q: Is Day to Serve only for 501(c)(3) organizations?

A: ALL organizations are eligible to participate in Day to Serve! Register your event here: <http://daytoserve.org/addyourevent>

Applicants for the Day to Serve mini-grant opportunity must be a 501(c)(3) nonprofit organization. Eligible applicants include, but are not limited to: community associations, and service and civic groups. For-profit organizations and federal agencies are not eligible to apply.

Q: Are you able to come out to speak with our group about this awesome opportunity?

A: Yes! A representative from the Governor's Office of Community Initiatives would be happy to speak to your group and spread the word about Day to Serve. Please email Jimmy Kwak at James.Kwak@maryland.gov.

Mini-Grant Questions

Q: Is there a limit to the number of mini-grants for each application?

A: Applying organizations may only submit one application for this grant opportunity. The application should include information for all service projects to be funded through the mini-grant opportunity.

Q: What is the maximum grant amount?

A: The maximum amount that may be requested is \$5,000.00. The minimum amount that may be requested is \$250.00. Funds may be requested for one single project or for several. An organization may submit only one application for this grant opportunity.

Q: Is there a process that would provide us direction for unused mini-grant funds?

A: Applicants will be directed on how to manage unused funds in their notice if they are awarded a mini-grant.

Q: Can I save and access my online mini-grant application as I am developing it?

A: Please complete your application all at once. The application will not save your answers. As you complete the application, keep a record of your answers in case your browser closes or if you encounter technical issues. Look at the application template at <http://gosv.maryland.gov/dtsminigrants/> before you begin the application to ensure that you have all necessary documents and information.

Q: Can I submit a tentative event to apply for the mini-grant and then edit it a bit if the grant is received? Or, will we have to stick with exactly what event we registered for in the beginning?

A: Changes to the grant award or use of funds may be made upon approval from the grant review committee. Please notify us if you plan on making any changes to your application.

Q: Is the Day to Serve logo required to be on our flyers and promotional material?

A: If you receive the mini-grant, we will require that you use the Day to Serve logo and promotional materials. If you did not receive a mini-grant, but are still participating in Day to Serve, then using the logo and materials are not required, but highly recommended.

Q: We are a small food pantry. Do we have to collect food or can we use the funds to purchase and distribute additional food at an event during Day to Serve?

A: Both of your ideas can be Day to Serve events! You must give a detailed account of how you plan to use the funds in your mini-grant application.

Q: Is it possible to have a health fair event covered by a mini-grant?

A: Yes. Please specify how the funds will be used in your mini-grant application.