

FY26 OST at August Fells Savage Institute of Visual Arts

Request for Applications (RFA)

Questions and Answers

1. How do I submit my application?

All applications and required supplementary documentation must be submitted in Family League's grants management system FLUXX/FUNDINGtrack by the posted due date.

2. How do I obtain FUNDINGtrack credentials?

You can find detailed instructions on obtaining FUNDINGtrack credentials and completing your application in the Pre-Proposal Conference slide deck and video on the Funding Opportunities page of the Family League website:

<https://familyleague.org/funding-opportunities/>

If you are new to the system, please request your credentials as soon as possible to avoid processing delays that may prevent you from accessing and completing your applications.

3. Can I submit my application first and then the supplementary documentation?

No, all responses and required supplementary documentation must be submitted in the grants management system by the posted deadline.

4. What financial documents are required to apply for this opportunity?

For funding requests UNDER \$50,000, applicants must submit their 2024 Form 990.

For funding requests of \$50,000 or more, applicants must submit their 2024 Audited Financial Statement.

No exceptions to these requirements can be made.

5. Where can I get a copy of my Maryland Certificate of Good Standing?

You can obtain your Maryland Certificate of Good Standing via the State Department of Assessments and Taxation: [https://dat.maryland.gov/businesses/pages/internet-](https://dat.maryland.gov/businesses/pages/internet-certificate-of-status.aspx)

[certificate-of-status.aspx](https://dat.maryland.gov/businesses/pages/internet-certificate-of-status.aspx). ***Please note that only the actual certificate will be accepted; screenshots of the status page cannot be accepted.***

6. Is it okay to use a Fiscal Sponsor?

Yes. If you choose to do so, indicate that in the application and provide the name and contact information of the Sponsor. Also, the Certificate of Good Standing and the Audited Financial Statement must be in the Sponsor's name if using one. A signed Fiscal Sponsor/Agent Addendum will be required for contracting, if selected.

7. Has Augusta Fells Savage Institute for Visual Arts had Lead Agency in the past?

Yes, but they do not currently; the purpose of this RFA is to identify a new Lead Agency.

8. Do you have an idea of what the Principal is looking for in a Lead Agency?

One of the application requirements for this procurement is a Letter of Support from the school's leadership. In the process of seeking that letter, we recommend talking with them to learn what they need and want in terms of programming.

9. Does the school have a Community School Coordinator?

The school has a very active Community School Coordinator.

10. Can you provide any information about the school's "match money" for the remainder of this year?

We do not have that information, but that is another question that can be broached when speaking to school leadership.

11. If awarded, can these funds be utilized for the summer?

This contract term ends on June 30, 2025 and all funds must be expensed by that time. If interested in summer funding, which is available only to current Family League youth development partners, interested parties are recommended to review our Summer Youth Development RFA, which is posted here: <https://familyleague.org/funding-opportunities/>