

**FY27 Out-of-School Time**  
**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 total FY27 funding requests (across all grants and sites) under \$50,000, you must submit a copy of your organization's Form 990 for fiscal year-end within the past 12 months.

For total FY27 funding requests (across all grants and sites) of \$50,000 or more, you must submit a copy of your organization's **audited** financial statements for fiscal year end within the past 12 months.

***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-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 as well as a copy of your agreement with the Sponsor. Also, the Certificate of Good Standing and the Audited Financials must be in the Sponsor's name if using one. A signed Fiscal Sponsor/Agent Addendum will be required for contracting, if selected.

**7. Is your Technical Review Advisory Board a volunteer group?**

There is no "Technical Review Advisory Board." All Technical Reviews are completed by Grants & Contracts team members. Family League's Community Advisory Board completes individual reviews of all applications that pass Technical Review.