



## Addendum #1

**Closing Date: Friday, March 15, 2024 4:00 PM**

**To**

### **2024 Community Partner Awards**

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The following clarifications, amendments, additions, revisions, changes and modifications change the original proposal only in the amount and to the extent hereinafter specified in this Addendum.

The following are the answers to questions that were submitted:

1. Where can I find the explanation and explanation list of eligible and ineligible expenses?

Eligible expenses are determined if the expenditure supports population-level policy, systems or environmental (PSE) change work and one or more of SHIP's vision statement and strategic directions. Please refer to the [Program Definitions Guide](#) for SHIP's vision statements and strategic directions and check to see if the item/expense necessary to carry out your project is listed on the [Unallowable Use of SHIP Funds Expense List](#).

2. I am looking over the grant requirements and I noticed that the funds are not to exceed \$24,999 per application. We serve families in Bloomington, Richfield and Edina. If we serve families in all 3 cities, could we apply for more funding? Do separate applications – does that make sense?

Each organization should submit only one application. Funding is determined per organization and the max is \$24,999 per organization. If you are applying for funds for more than one city, please submit a separate budget proposal sheet for each city you plan to serve and verify the cumulative budget totals for all cities served is under \$24,999.

3. Does the city require Pollution Legal Liability if the proposed project does not entail any physical improvements (but rather is limited to researching and developing a plan)?

Pollution insurance is needed if a project includes digging, the use of chemicals, or similar activities.

4. Does the city require Cyber/Tech E&O if the project does not entail providing any technology and/or involve/use any personal, protected, and/or sensitive data?

Cyber/Tech E&O insurance is needed if the project involves access to confidential information, access to a firewall, or similar activities.

5. Does the city require Auto Liability insurance if no vehicles will be used as part of the project?

Auto Liability insurance is needed if the project requires a vehicle be used to complete the Services.

6. If the grant applicant will be hiring a vendor, are there city bidding requirements?

While there are not bidding requirements all expenses, including the hiring of vendors are subject to the same requirements and expectations for funding. Hiring a vendor will likely require additional approval from Minnesota Department of Health and the City and a need to demonstrate how that vendor meets SHIP requirements and outcomes. The applicant will need to fully detail the vendor role, the services the vendor will provide and the rates.

**CITY OF BLOOMINGTON**

Nicholas Kelley  
Public Health Administrator

End of Addendum No. 1