NEW AMERICAN ECONOMY &
WELCOMING AMERICA

FREQUENTLY ASKED QUESTIONS

GENERAL QUESTIONS

Q: Will applications be accepted from communities that are already members of Welcoming America's Welcoming Cities & Counties network?

A: Yes, Welcoming Cities & Counties are encouraged to apply.

Q: Are Welcoming Cities & Counties prioritized for this opportunity?

A: This is a competitive process, and communities inside and outside of the Welcoming America network are encouraged to participate.

Q: Should non-profits apply separately for this opportunity or combine forces with local government entities for one application?

A: To be eligible, nonprofits must apply with a government or private sector entity. Non-profits can be the lead applicant, but there must be partnership from another stakeholder as well.

Q: Will communities with a more recent immigration history be at a disadvantage?

A: No. Applications from a diverse range of communities are encouraged, and no one "type" of community (large vs. small; urban vs. rural; new to immigration vs. established) will be prioritized. However, every community must clearly articulate why they are applying for the support, what they would do with it, and how it would help work towards an established goal.

Q: How should applications with more than the allotted four pages be submitted (e.g., lengthy list of partner organizations, etc.)?

A: Additional information, such as a full list of partner organizations, may be attached in an appendix. Please keep attachments to a minimum.

Q: Can states and/or regions apply?

A: Statewide organizations may submit proposals but are strongly encouraged to partner with one or more local institutions (e.g., a municipal government or chamber of commerce) in their proposal and to include a local/regional focus in their approach.

Q: What is the approximate timeline after the August 4 application due date? When will the selected communities be announced?

A: Communities that advance to the final round will be notified of their selection by August 24, 2017 and may be asked to provide additional details about their proposals by August 31. Winning communities will be notified by September 7 and will be announced publicly in mid-September. Communities not selected will be notified by the first week of September.

Q: Can applicants request just one or two tiers of support, or must they apply for all three tiers (e.g., Research, Technical Assistance, and Matching Grants)?

A: Communities may apply for support in one or more of the three areas. However, communities that are awarded a matching grant will expected to participate in the direct technical assistance program.

Q: Will applications from communities with fewer than 100,000 residents be accepted?

A: Communities with fewer than 100,000 residents may apply for technical assistance and matching grants; due to methodology limitations, quantitative research cannot be provided to communities with fewer than 100,000 residents. Please see "Research Questions" for a more detailed explanation of this topic.

Q: Can you give examples of "partners" from the private sector that are preferred?

A: Chambers of Commerce, private companies, local employers, economic development corporations, and private foundations.

Q: How do we know if our city has already applied to the program this year?

A: If we receive particularly strong applications from multiple/duplicate applicants from the same community, they will be notified and encouraged to partner.

Q: Is a strategic plan expected by September 2018 for all tiers of this award?

A: The strategic planning period itself is expected to conclude by September 2018. Any grant funds awarded must be used in the development of the strategic plan by September 30, 2018.

Q: Should actual individuals be listed as part of the planning team or just organizational affiliations?

A: Either is acceptable, although when listing individuals, please include their title and affiliation (e.g., Chief of Staff to Mayor X vs. Mayor's Office).

Q: How extensive are the demographics that you need in the application?

A: Communities should use whatever data are available to them to describe the current demographics of their area. If specific data are not available, please give a general overview of the immigrant community in your area.

Q: Do you want just one private partner identified or are more partners preferred?

A: In general, buy-in from additional partners shows evidence of greater support, so we encourage communities to include the full list of entities they plan to partner with. Communities may attach a list of all partners to their application as an appendix, if necessary.

RESEARCH QUESTIONS

Q: Can communities that have already partnered with NAE or another organization to conduct a local research study apply for additional research support?

A: Research awards will be given based on the needs of local communities. If there are unanswered research questions that can be supported by the G4G research award, such requests will also be considered.

Q: Can states—particularly those with smaller populations—apply for research assistance?

A: Statewide organizations may apply for any of the three tiers of support, including statewide research, but they are strongly encouraged to partner with local organizations (e.g., local government, chamber of commerce) and to include a local or regional component as part of their plan.

Q: Will the research primarily be analysis of existing data sets or will NAE be conducting new surveys or interviews with stakeholders?

A: Like most reports issued by NAE, the G4G research studies will be primarily quantitative analysis of existing data (e.g., American Community Survey), although they may include local stories and anecdotes developed from phone interviews with stakeholders.

Q: Will the research team advise communities on how to keep their data updated once this effort has ended?

A: NAE can advise communities on identifying sources of data and research questions for future analysis. We also recommend that local research experts (e.g., from universities or other research organizations) be invited to participate in the strategic planning process to build partnerships for future research and to help inform NAE's research process, to the extent possible.

Q: Is the 100,000-resident requirement for a city/county or metro area?

A: The 100,000-resident minimum for the research component can be applied to any geographic area. For example, if a city/county with fewer than 100,000 residents lies within a metro area with at least 100,000 residents, that city/county may request research support, but the analysis would be conducted at the metro level.

Q: May communities combine in order to reach the 100,000-resident threshold?

A: Yes, research can be provided to most contiguous areas that reach 100,000 total residents—e.g., two communities with fewer than 100,000 residents each that fall within the same in the same 100,000+ metropolitan area could separately or jointly apply for a research analysis of that metro area.

Q: Can a metropolitan statistical area (MSA) that covers a tri-state region that is collaborating together on a strategic plan and meets the 100,000 residents meet the requirement?

A: Yes.

Q: How will the research be conducted? Will a team come to our community?

A: NAE's research team will work directly with local partners to identify the specific research questions and priorities for the study, and will share updates regularly as the analysis is completed. In some cases, NAE staff will also work with local partners to identify local anecdotes and stories to include in the report, which may involve interviews conducted remotely. NAE also hopes to partner with local organizations to co-brand, release and disseminate the study.

Q: Are there any research costs that the community applying will assume?

A: There are no direct costs to the local partners to conduct the research, which is being provided through this award. There may be costs to printing and disseminating the study beyond the initial electronic dissemination to partners and media that are not covered.

TECHNICAL ASSISTANCE QUESTIONS

Q: For communities that already have a Welcoming Initiative or plan, can technical assistance be utilized to implement accepted recommendations with other partners, private companies to create unique programming?

A: Communities that already have Welcoming Initiatives or strategic plans in place may apply for technical assistance but must clearly state why the technical assistance is needed and how the new activities the technical assistance will support will build on the existing initiative or plan.

Q: As we prepare for this strategic planning process, we are looking for consultants to help guide us. Do Welcoming America or NAE have a preference for which consultants to use? Would a local consultant with local experience be preferred?

A: Communities planning to hire consultants may choose any whom they feel are qualified. In certain cases, Welcoming America and NAE may be able to provide recommendations.

Q: How explicitly in the application do we need to describe our intentions for technical assistance?

A: Communities should be clear about why technical assistance is needed and how it will help advance their strategic planning process, but it is not required that they outline specific technical assistance activities.

GRANT & BUDGET QUESTIONS

Q: What activities does the matching grant cover?

A: Matching grants can be used to cover any of the costs of the strategic planning process, including staff time for the person or people coordinating the planning process, convening costs, research costs, program development, communications, etc. Communities should clearly articulate in their applications how the matching grant will be used to support the development or implementation of a strategic plan, and communities selected to receive matching grants will work with NAE, Welcoming America, and their local matching grant funder to develop a grant agreement for the funds supplied.

Q: Can the applicant city or county government provide the matching grant funds?

A: For the purposes of the matching grant, the local funder can be the city or county itself. However, this would need to be a **new** commitment from the city or county explicitly for this effort. For example, a city or county may not use funding already allocated in staff salaries and apply them to the matching grant. Outside of the matching grant component, proposals that include local private sector partners (e.g., funders or other private sector entities), to demonstrate public-private partnership will be more competitive.

Q: Can we keep our facilitator on grant funds after September 30, 2018, if there are still funds left?

A: Funds must be used by September 30, 2018. Individual grant agreements will be drawn up between communities receiving the awards and NAE.

Q: Can this grant be used for organizing a conference on immigration and welcoming?

A: Grant funds may be used to cover convening costs, but should not be allocated entirely to a single conference or event.

Q: Under which of the seven questions of the application guidance do we answer the question "what will you use the money for" and give you a sense of our budget?

A: The most natural fit for the answer to this question would be for #3 or #4, but we will not be strict on where this question is addressed, as long as it is clearly addressed somewhere in the application.

Q: What is the minimum level of the matching grant that the locals must provide? Is the match dollar for dollar?

A: Matching grants will be matched dollar for dollar up to $12,500. Grants must amount to $5,000–$12,500 and should be cash donations. In general, communities that evidence higher levels of support will have stronger applications.

Q: Can a budget be submitted as an appendix, so as not to use up the four pages?

A: Yes.

Q: Do we need to specify exactly how the matching grant will be used (e.g., staff time, meetings, etc.) or merely the purpose it will serve?

A: Some detail should be provided about how the grant funds will be expended, but it is not required that this come in the form of an itemized budget at this stage.

Q: Can the lead agency (e.g., a chamber of commerce), also be the entity providing the funding for the matching grant?

A: Yes, so long as the funds do not come in the form of existing staff time/in-kind donation.

Q: Are you looking for letters of support from partners or simply a list of those who have committed to participate?

A: Please include a letter of commitment from the identified partner organization with your application. If applying for a matching grant, identify the local funder who is committed to supporting the planning process and submit a letter of commitment from that local funder by the application due date.

Q: Does Welcoming America/NAE have rights to the work that is produced by the cities?

A: Legal and grant agreements will be prepared on a one-on-one basis with communities receiving awards.

Q: Does the primary contact person have to be employed by the lead organization, or could it be from a partner organization?

A: It is recommended, although not required, that the primary contact be affiliated with the lead organization. If this is not the case, the application should specify how the contact person will work with the lead organization to execute the project.

Q: In your work is there any distinction made between immigrants and refugees?

A: In terms of data, the bulk of NAE's research looks at the entire foreign-born population and does not distinguish between immigrants and refugees for this purpose. In certain circumstances, we can offer data specific to the refugee population if requested, assuming there is a large enough sample size.

Q: Can the lead agency be a non-profit if the city provides evidence of their commitment through a supplemental letter of support?

A: Yes.

Q: Will applications from communities that already have strategic plans for welcoming and integrating immigrants be accepted?

A: Yes, communities can be in varying stages of developing and implementing strategic plans, but should clearly specify how the support requested (e.g., tailored research, direct technical assistance, or matching grants), will be used to advance their immigrant integration strategy.