

MATCH REQUIREMENT

Applicants are required to provide matching funds of the Commission funds request. Neighborhood for Learning programs are required to provide a minimum of 10% in matching funds. Programs funded under the Health Care Access, Regional Professionals, and Targeted Contract initiatives are required to provide a minimum of 15% in matching funds. The term “match” refers to the resources (cash or in-kind) used to accomplish a proposed scope of work. These resources may be in the form of cash or in-kind and must be dedicated solely to the proposed project and may not already be claimed by another unrelated project/ funding stream.

Matching funds must be provided by a source other than local or state Proposition 10. The dollars that may be counted towards the project must be within the contract term. The matching funds must be verifiable and tracked for the project’s activity period. Funds must be committed or pending at the time the application is submitted. An intention to raise funds in the future is not acceptable.

Matching sources may be foundations, corporations, public or private institutions, individual contributions, fund-raising events and products, membership income, government grants and contracts, other, and in-kind support.

If at the end of the contract/project period, the project is unable/did not meet the minimum match requirement, the Commission reserves the right to reduce the proportional amount of funds provided to the project.

Examples of acceptable cash match:

- A project requires three full time positions, the Commission paying for two full-time positions and the third position paid for through a grant from a Foundation. 25% of the project budget (personnel services and operating expenses) paid by Commission funds and the remaining 75% leveraged by federal funding from Maternal and Child Health.
- In the project budget, the Commission pays for personnel services, operating expenses, and 25% of training expenses and Title 4E federal funding leveraged to pay for 75% of training expenses.

Examples of unacceptable cash match:

- Timing of funding was not in the same timeframe as Commission funding.
- Funds are already allocated to an existing service.

Examples of acceptable in-kind:

- Office space and utilities necessary to operate the project. (Based on the fair market rent value of the space and utilities in relation to the percentage/ratio of time utilized by the proposed project relative to the applicant’s overall activities.)
- 10 hours a week of a staff person dedicated to implement the project. The staff person is a full-time (40 hours a week) employee paid by another funding source. The employee would dedicate 10 of their 40 hours a week to this project.

Examples of unacceptable in-kind:

- Applying staff hours that are not dedicated to the Project.
- Applying office rent, utilities, etc. that accounts for all the agency’s programs.