

## ~Frequently Asked Questions~

### **If I complete and submit an application, does that mean my organization/business is guaranteed to receive funding from the NH Charities for Veterans Relief Program?**

No. To receive funding from the NH Charities for Veterans Relief Program, your organization/business must:

1. Be eligible according to the criteria outlined; and
2. Have lost revenue as a result of COVID-19 that has not been reimbursed through other COVID-19 related programs.

### **What is the deadline for submitting an application?**

The application submission window will be open from Friday, November 20, 2020 through Friday, December 4, 2020 at 4:00 PM. It is recommended that applications be submitted as early as possible before the deadline, in case of questions or need for assistance. Late or incomplete applications will not be accepted. If you fail to complete and submit your application by 4:00 PM Friday, December 4, 2020, you will not qualify for a grant.

### **Where can I find the grant application?**

Complete your application here, by clicking on NH Charities for Veterans Relief Program:

[https://nhpublichealth.force.com/nhgoferr/Proposal\\_Core\\_Listing\\_Page](https://nhpublichealth.force.com/nhgoferr/Proposal_Core_Listing_Page)

### **What information do I need to apply?**

You will need to gather the following information about your organization before you begin your program application:

- Federal Taxpayer Identification Number and type;
- Principal business office address;
- Actual calendar year 2019 total gross receipts;
- Actual total gross receipts for the period from January 1, 2020, through September 30, 2020;
- Projected calendar year 2020 total gross receipts, as of the date of your application; and
- All COVID-19 relief funding (grants and/or loans) previously received, or projected to be received, since March 1, 2020 (e.g., Paycheck Protection Program loan and Emergency Injury Disaster loan/advance amounts, as well as any funding through GOFERR programs).

### **How do I create an online account in order to access the grant application?**

When you first access the grant application by clicking on NH Charities for Veterans Relief Program at [https://nhpublichealth.force.com/nhgoferr/Proposal\\_Core\\_Listing\\_Page](https://nhpublichealth.force.com/nhgoferr/Proposal_Core_Listing_Page), you will need to create an online account.

You will be asked to provide the organization's name, federal employer identification number (a.k.a. EIN), mailing and email addresses, telephone number amongst other information.

### **How is the application submitted?**

Applications are available at [https://nhpublichealth.force.com/nhgoferr/Proposal\\_Core\\_Listing\\_Page](https://nhpublichealth.force.com/nhgoferr/Proposal_Core_Listing_Page). Applications are completed online and submitted online through the website portal. If you are not able to complete and submit the application online, please contact [GOFERR](#) for assistance.

### **How do I fix errors I have identified in my organization's application?**

You may review and/or change the information you enter, including by clicking on any previous step at the top right of the application page or "Previous" at the bottom of the application page. You will also have the opportunity to review a summary of all of the information you enter before submitting your application. However, after submitting your application, you cannot return and make any changes. If you need to make a change after submitting your application, you must submit an entirely new application with the corrected information. Only your most recent application will be considered. *You will not be allowed to submit an application after 4:00 PM on Friday, December 4, 2020.*

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### **Can I file more than one application?**

No. Each organization must submit only a single application for this Program.

### **Who do I contact if I have questions or trouble submitting the application?**

Please click [here](#) for assistance.

### **Will there be an appeals process for organizations found to be not eligible?**

Yes. Applicants that are found to be ineligible will receive instructions on the appeals process.

### **Who is eligible for the NH Charities for Veterans Relief Program?**

Funds will be made available to eligible organizations that primarily serve New Hampshire veterans. Only charities that dedicate 60% or more of their efforts toward supporting veterans are eligible for revenue replacement under this program. To qualify for the NH Charities for Veterans Relief Program, the organization must also meet the following criteria:

- ✓ Principal place of business in New Hampshire;
- ✓ Proof of good standing with the State of New Hampshire;
- ✓ Not in bankruptcy currently;
- ✓ Have not permanently ceased operations;  
*Please note:* A business that is closed and does not intend to reopen has permanently ceased operations. However, if a business is closed due to COVID-19 but intends to reopen, it has not permanently ceased operations.
- ✓ Have not received an equivalent of 100% of need through other COVID-19 relief grant programs

### **If the organization operates in multiple states, what is the business's principal place of business?**

The organization's principal place of business is identified on the annual report filings with the New Hampshire Secretary of State's Office.

### **Who qualifies as a "Veteran"?**

For the purposes of this Grant, a "Veteran" is defined as a person who served in the military, naval, or air service, and who was discharged or released. This definition includes any military branch and all components. It does not take into consideration length of service, nature of service (e.g., combat Veteran), or discharge status. The applicant may have a narrower definition of "Veteran."

### **What if my organization's fiscal year is not a calendar year?**

For purposes of the Grant Application, provide gross receipts information on a calendar year basis – specifically, provide calendar year 2019 actual gross receipts and estimated calendar year 2020 actual gross receipts.

### **What if my estimate of the 2020 gross receipts turns out to be incorrect?**

You should make your best estimate of 2020 expenses on your application. The estimate should be your estimate of 2020 actual gross receipts, taking into account the impact of COVID-19 on your business. You will be required to report your 2020 actual gross receipts to the State after the end of the year, and additional instructions regarding your potential obligation to return excess funds will be available at that time. If the actual losses are not at least as much as represented on the application, the grant may be subject to recoupment in whole or in part.

### **Can I calculate the amount of funding I will receive?**

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No. Final values for this formula will not be able to be determined until the close of the submission/appeal period as the formula requires the calculation of the total qualified loss. Organizations/businesses intending to calculate their grant amount will not be able to determine that value ahead of time accurately.

### **How will grant awards be calculated?**

The NH Charities for Veterans Relief Program grant amounts will be calculated as follows:

#### **Step 1.**

Calculate the organization's "anticipated loss" by subtracting actual/projected 2020 total gross receipts from actual 2019 total gross receipts.

#### **Step 2.**

Calculate the organization's "adjusted loss" by subtracting the organization's combined total amount of all COVID-19 assistance received from non-GOFERR-related sources from the organization's "anticipated loss."

#### **Step 3.**

Calculate the organization's "pro rata loss" by multiplying the organization's "adjusted loss" by the pro rata percentage determined based on all recipients' gross receipts losses adjusted for COVID-19 assistance received from all sources, compared with the program allocation of \$2 million.

#### **Step 4.**

Subtract the organization's combined total amount of all COVID-19 assistance received from GOFERR-related sources (e.g., the Nonprofit Emergency Relief Fund) from the organization's "pro rata loss" on a dollar-for-dollar basis.

### **The organization received COVID-relief funding from another federal or GOFERR program, is it eligible for additional funds through this program?**

If other funding sources have already met 100% of the anticipated loss, then the applicant will not be eligible for funds through this Program. If 100% of the loss has not been met, then the applicant could be eligible for a grant. The applicant will be required to list all COVID-19 relief funding (grants and/or loans) received, or projected to be received, since March 1, 2020 (e.g., Paycheck Protection Program loan and Emergency Injury Disaster loan/advance amounts as well as GOFERR funded grant programs).

### **What information will my organization need to provide after I receive a NH Charities for Veterans Relief Program Grant?**

Your organization/business will be required to report your 2019 and 2020 actual gross receipts to GOFERR after the end of the year. Additional instructions regarding your potential obligation to return excess funds will be available at that time.

### **If my organization receives an award, will my business name, address, and award amount be made public?**

Yes. If an organization does not want this information to be made public, it should not apply.

### **If I have questions that are not addressed by these FAQs, where can I find answers?**

Please click [here](#) for assistance.