

## Questions and Answers

Updated 6/1/2023

### Grant Solicitation for CHIPS Capital Grant Program

2023-JAII-02

#### NEW QUESTIONS

1. Is there an overall funding cap on the program?
  - This has been a fast moving effort which has not allowed the state to work off of a dedicated bond. We are borrowing from other bonds and we don't have an overall ceiling, but we do know there is a limit to what is available.
2. Is it similar to the Federal CHIPS Grant in that there's a limited percentage of total project funds an applicant can request or is there a maximum award amount per applicant? Would you be able to provide an average award amount, or a range of award amounts, you are expecting to see with this program?
  - These judgements will be made once we know dollar amounts requested. To see a benchmark for what the state is accustomed to you can review MassTech's [Technology & Innovation Ecosystem Awards Program](#) and [Collaborative Research Matching Grant Program](#).
3. In terms of the budget attachment, we noted the allowable variances in the Match Guidelines tab. Do these apply in either direction, i.e. whether actual spend is 20% above the estimated budget or 20% below? For example, what would be the implications of providing a conservative budget at time of application and actual spend coming out higher than the estimated budget once the project was completed?
  - Applicants should provide as much specific budget detail as is available at the time of submittal. Variances may be allowed in instances where the applicant needed to use estimates when creating the budget. Any applicant who is awarded grant funds will not be eligible for reimbursement above the amount included in the grant agreement.
4. On the matching funds, does the restriction on discretionary funds from state agencies only apply to things like cash grants, or would property tax abatements, tax credits, etc. also be included?
  - The restriction on matching funds from the Commonwealth applies to all types of funding from the state.
5. In our review of the Solicitation documents, we didn't see a specific application form besides the cover sheet (Attachment A). Is there a specific form for Attachment D? Are there specific requirements for what should be included, or is it more of a detailed project narrative?
  - The Solicitation has been updated to remove the reference to Attachment D. There is no required format for the application, applicants must decide the best way to describe the proposed project and present the required information
6. Does the Agreement and SOW template need to be populated with the project and company-specific information when the application is submitted? Are you just looking for redline edits to the terms and conditions contained within the documents?
  - No, the Agreement and SOW template do not need to be populated with project and company specific information, they are to be completed by MassTech after award and are included to provide you with insight into our contract format. The

- requirement of submitting redline edits to the Terms and Conditions is to help with the efficiency of the contracting process.
7. If the applicant is seeking exceptions to the terms of the Agreement or SOW than it is preferred that they are submitted with the Application.
    - Yes, it is required
  8. Is the Invoice/Payment schedule section in the Agreement and SOW document determined by MassTech or by the Company?
    - It is preferred that the applicant indicate a preferred Invoice/Payment schedule in the application.
  9. Could you please let me know what exact documents need to be submitted?
    - In order for a submittal to be considered complete is must include the following:
      - Application Cover Sheet (Attachment A)
      - Application - narrative project description that addresses the intent of the solicitation
      - Completed budget (Attachment C) for the overall project, including the portions of the project not funded by the MassTech Collaborative, but specifying which capital expenditures are proposed to be funded by MassTech. Provide as much budget detail as is currently available to you.
      - Copy of submitted statement of interest in response to the USDOC NOFO
      - Authorized Application Signature and Acceptance Form (Attachment B)
      - Requested edits to the Terms and Conditions
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#### PREVIOUSLY POSTED

1. For a proposed project that will not be a job creator but offers the opportunity to keep jobs in Massachusetts that will otherwise be lost, is this a consideration?
  - This scenario will be compared to the other applications as well as the available resources. The applications that represent the most value for the Commonwealth will be chosen.
2. Is there an application form?
  - There is no application form, the applicant must determine the best way to present the information required.
3. Is there a required format for the application?
  - There is no required format for the application, applicants must decide the best way to describe the proposed project and present the required information
4. How should applicants approach contract edits?
  - MassTech's standard Grant Agreement and Statement of Work can be found at the bottom of MassTech's [main procurements page](#). Applicants are required to review this document and submit any requested edits with their application.
5. How much budget detail is required?
  - Applicants must fill out the related budget document which is found [HERE](#). Applicants must fill out the budget template with as much detail as is currently available. Any budget detail that is not currently available can be provided in an update at a later date (within federal timelines), but the applicant must provide enough detail to enable MassTech's evaluation of the funds being requested.
6. Is this solicitation being run on a 'first-come, first served' basis?
  - No, all applications will be reviewed against the entire field of applications regardless of

when submitted (federal timelines allowing).

7. Are the Evaluation Criteria weighted?
  - No, MassTech will review all applications and make decisions based on which provide the most value to the Commonwealth.
8. Are MassTech grants considered to be taxable or non-taxable?
  - Since a grant is considered income, it is generally taxable unless the law has provisions that state otherwise. Grantees should consult with their accountant to determine tax applicability.
9. How should an applicant apportion the capital grant ask?
  - This solicitation is intended to match federal fund awards on a 1:1 basis.
10. Section 3.3 is unclear on question period.
  - The Q&A period is open and rolling, meaning that questions can be submitted at any time; answers will be posted periodically after received. Potential applicants should keep all Federal deadlines in mind.
11. Do we have to have the other MA organization's support in place to submit for the Grant program?
  - No, the state funded incentives are being evaluated independently.