

SSSG All-Grantee Meeting  
Questions & Answers  
February 22, 2024

1) **Q:** Can monies that will not be spent by a subcontractor be reallocated at the local level by the Lead Agency?

**A:** If a lead agency has a subrecipient that will not be able to spend down their awarded SSSG funding by the end of the performance period, then the lead agency can work with their other subrecipients to see if they would be able to utilize the funding. If their subrecipients can utilize the funding, please inform the SSSG program manager of the change and how much funding is being reallocated to another subrecipient. If their subrecipients will not be able to accept the funds, then DEHCR must be notified no later than April 30<sup>th</sup>. Those funds would be reallocated by DEHCR for other agencies to utilize.

2) **Q:** Would IBRETA funds also need to be requested by April 30<sup>th</sup> or anytime in the grant period?

**A:** Additional funding can be requested at any time during the 2024 SSSG contract performance period if the original awarded SSSG funds have been spent first. Each project or contract can request up to \$15,000 in additional funding on a first come, first serve basis. Requests must be provided on agency letterhead with the following information:

- Amount of additional funding being requested.
- Reason or need for additional funding.
- Explanation of what the additional funding will be utilized on.

Agencies will still need to spend all their additional funding by the end of the performance period (December 31, 2024).

3) **Q:** For IBRETA, do we have to use up all our SSSG funds before we can request it?

**A:** Yes, agencies will need to spend down their awarded SSSG funds before requesting additional funding.

4) **Q:** Do we change the bank account for direct deposit in the system? We are already in the system but need to change the bank account information.

**A:** Agencies do not have the permission to change their bank account information within the system. If an agency would like to change their bank account information, you will need to complete the DOA-6456 Authorization for Direct Deposit form. Once approved, the change is made in the system by DOA.

5) **Q:** Do we attach the proof of payment or send that to Dana? Or just keep it on hand for monitoring?

**A:** You are not required to submit documentation along with your payment request. Documentation records should be maintained by each agency and available for review during the monitoring process.