First 5 LA  
Healthy Food Access Initiative: Fruit & Veggie Voucher RFP  
Frequently Asked Questions

1. Is an independent audit required or would an independent review of financial documents be acceptable? The organization’s most recent 990 and audit are required. If an organization does not have an audit, the most recent unaudited financial statements accompanied with the most recent income statement and balance sheet will suffice for that particular requirement. The accepted unaudited financial statement should be for the most recent year and the income statement and balance sheet should be from the most recent month.

2. Would vouchers matching people’s personal contributions constitute as an existing fruit and vegetable voucher program? Yes.

3. Is there a financial requirement for participants of this program? No. The only requirement is that the participants receiving First 5 LA funding be 0 to 5 children or their families. Eligibility verification regarding the existence of a child 0 to 5 in the family would be required.

4. Is there a minimum fiscal match amount or percentage required? No. A fiscal match is required but there is no minimum amount or percentage required.

5. Does the existing fruit and vegetable voucher program need to be 0 to 5 focused? No.

6. Where do I place the cost of the vouchers on the budget form? Please place the cost of the vouchers in Section 13- Other Expenses. Example below:

<table>
<thead>
<tr>
<th>Other Expenses include description</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Total Other Cost</th>
<th>First 5 LA Funds</th>
<th>Matching Funds</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Voucher per 0 to 5 child</td>
<td>45,000</td>
<td>10</td>
<td>0</td>
<td>400,000</td>
<td>50,000</td>
<td>450,000</td>
</tr>
</tbody>
</table>

The amount listed in Matching Funds is the amount of dollars that will be provided by another entity specifically for 0 to 5 children. All other matching funds that are used for the general population or populations other than 0 to 5 children, please detail those in your proposal narrative.

7. Would First 5 LA consider making a portion of the first year's budget (roughly $50,000-$75,000, or 1-1.5 months) available as an upfront grant? First 5 LA will work with the selected applicant during contract negotiations should this be necessary.
8. **Can the matching fiscal contribution be the value of existing vouchers or does it also need to be matching staff time?** The matching fiscal contribution does not need to include matching staff time, and can be solely the value of existing vouchers.