

## **Online Grant Applications: Frequently Asked Questions**

- **How do I determine if my organization is located in a Tier 1 county?**

The NC Department of Commerce annually ranks the state's 100 counties based on economic well-being and assigns each a Tier designation. The 40 most distressed counties are designated as Tier 1.

For a listing of the counties by their Tier designation, visit the NC Commerce website:  
<http://tinyurl.com/NCCountyTiers2010>

- **Who is considered financially needy? How is this determined?**

Common definitions of financially needy that are generally accepted by the Trust include: those living at or below 200% of the federal poverty level, those who are eligible for Medicaid, those who are uninsured, and those who qualify for the free/reduced school lunch program.

- **How can I copy and paste from another program into the application questions?**

Drop-down commands are not available in the application, but you can still paste with keyboard shortcuts (Ctrl + V). Write the answers to an application question in another program such as Microsoft Word. Copy your answer. Click on the KBR application question box. Then, press and hold down the control key (Ctrl) and press the V key.

- **How long can I keep returning to the site to work on my application?**

Once you create a new application, it is saved on the site for 120 days. Each time you edit the application, the clock starts over and your application will be saved for another 120 days. After you submit an application, you will be able to view it on the site but you will not be able to edit it.

- **When do I have to submit my application to be considered for a funding cycle?**

Applications must be submitted online by the close of business (5:00 PM) on the deadline day. The Health Care Division has application deadlines on March 15<sup>th</sup> and September 15<sup>th</sup>. The Poor and Needy Division (Forsyth County only) has application deadlines on January 15<sup>th</sup> and July 15<sup>th</sup>. If these dates fall on a weekend or a holiday, the actual deadline will be the first business day thereafter.

January 2010