

FY26 Independent Agency Funding Program Application – Questions and Answers

Q: I just logged into ECIVIS - is what I am looking at accurate for this year's cycle? Says FY25 and a 5/31/24 due date....let me know

A: What you sent is FY25. You are looking for FY26. You can find all pertinent information, including Application Instructions and links on the HHS webpage: [HHS Independent Agency Funding Availability - St. Johns County](#)

Q: In the application for the HHS grant, I am unable to type in the field for the following section:

Total Cost of Project (Amount Requested + Allocated)

A: I received a response from eCivis Support regarding the calculation field you inquired about. This field is functioning properly, as it is designed to calculate when *all* components of the formula have values entered. If any of the fields are left blank (even the ones without the asterisk), the formula will not execute. In cases where no value is needed, a zero should be entered to ensure the calculation runs properly. The calculation will include "Dollar Amount Requested" plus each of the fields asking for "Amount Applied For" and "Amount Allocated."

Please note, the formula is going to calculate "Amount Applied For" **and** "Amount Allocated" fields. If this inflates your "Total Cost of Project," you could place a zero in Amount Applied For and enter the actual Amount Allocated (or vice versa) for a more accurate calculation of the "Total Cost of Project."

I have tested the form and it is working this way.

Q: Would an initiative that focuses on home modifications for seniors who don't require full-scale rehab but need targeted improvements to remain in their homes be eligible un the the Community Healthcare Category?

A: We welcome you to apply, but you may want to consider applying under the Housing and Homelessness category.

Q: Just an FYI... Question 32b is listed twice in the application

A: Yes, it does appear that it migrated over that way for some reason, but it looks like there is only one text box so you can only respond on one of them. The duplicate 32b has been deleted from the application to avoid confusion.

Q: Is it permissible for me to convert the Excel files to PDF and submit the PDF versions to the application? The main reason I ask is because in order to submit the supplemental forms (i.e. surveys) that with Program Document 2 – Outcomes Chart, I need to combine them into one PDF file before uploading.

A: As long as the forms are there with all of the information in the correct format, I think that should be okay.

Q: We are working on the grant application and noticed for the box “Total Cost of Project (Amount Requested + Allocated)” it doesn’t turn blue when clicked on, allowing for us to enter an amount. Are you aware of any possible reasons why this might not be working for us?

A: There is a formula in place for the “Total Cost of Project (Amount Requested + Allocated).” Please be sure **all** components of that question have values entered for the formula to work correctly, i.e. #1 Amount applied for, #1 Amount Allocated, #2 Amount applied for, #2 Amount Allocated, etc... Otherwise the formula will not execute. In cases where no value is needed, a zero should be entered to ensure the calculation runs properly.

#1 Fund Name *

#1 Amount applied for *

#1 Amount Allocated *

#2 Fund Name

#2 Amount applied for

#2 Amount Allocated

Q: Also, when trying to enter the organization information, the fax number box appears to be set up like an extension box. It will not allow us to enter a fax number.

A: As for the fax number, is this the section you’re referring to? I just went in and tested and was able to enter a full number here. If you scroll to the far right in that Fax box, it will bring up arrows. Arrow down for 1, and then you should be able to enter the area code and fax number. Let me know if you have any additional trouble here. It seems to be working as intended.

ORGANIZATION ADDRESS

Street Address		Apt, Suite, etc.	
<input type="text"/>		<input type="text"/>	
City	State	County	Congressional District/Region
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Zip	Phone Number	Phone Extension	Fax
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="-19042096143"/>

Q: I added myself and another employee as team members but we show expired. I tried again yesterday but never received an email to verify. Is it okay to be expired? I have been able to input data into the application.

A: I spoke with our rep and think I have some clarification. Adding team members in the Organization Information section of the application adds them to the account and sends an invite to that team member to join the application process. If the team member doesn't respond in a certain amount of time, the invitation expires, which is why you received the "Expired" notification. Our rep says you can resend the invitation at any time throughout the application process. If the team members are not receiving the invitation, an inquiry can be sent to support.ecivis@eunasolutions.com. You should still be able to input information since it's your account and you are also listed as the Authorized Representative.