

Q&A

1. [Regarding] Question 4, Category 3-
Does the use of donated space qualifies as In-Kind? Eg. Use of courtroom or conference room. What is the formula for determining a dollar amount?
 - A. *Yes. The contribution of office space may be credited as in-kind with two distinctions:*
 1. *Donated space is to be used as office space. In these instances, the value of the in-kind donation should be calculated by estimating the current market value of the space; or*
 2. *The donated space is to be used to conduct mediation (or other dispute resolution processes) or to provide other direct services. In these instances, a \$50 per-hearing fee may be credited as an in-kind donation.*
2. Does volunteer hours contributed by volunteer and Board members qualifies as in-kind?
 - A. *Yes, volunteer and board member time can count as in-kind time. In-kind personnel time must be documented by either a time sheet that contains the person's name, dates and number of hours for which work was performed as well as the individual's signature. The rates are as follows:*
 1. *Clerical and Board Member- \$15/hour*
 2. *Case Management- \$20/hour*
 3. *Neutral- \$75/hour*
 4. *Trainer- \$100/hour*
3. Does providing scholarships to prospective volunteers for participation in Basic Mediation Training and Custody and Visitation training qualifies as in-kind?
 - A. *No.*
4. [Regarding] Question 17b
Does this include virtual space using a virtual platform such as Webex?
 - A. *No.*
5. [Regarding] Question 25, Chart B
We currently conduct a significant number of DR sessions in Court that are either qualified on Case Load Manager as the process, Mediation or Settlement Conference. On Chart B, there is no mention of Settlement Conference. Are we allowed to add, Settlement Conference to this category or are we allowed to categorized this as Mediation? Or Other?
 - A. *Settlement conferences should be entered in the field for "Mediation."*