# EMERGENCY FOOD AND SHELTER PROGRAM LOCAL BOARD

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**Request for Proposals** **– EFSP Phase 37/CARES Funding**

## Funding Availability

The Sonoma County, Mendocino County, and Lake County Emergency Food and Shelter Program (EFSP) Local Boards have been notified of funding for Phase 37 and the Coronavirus Aid, Relief, and Economic Security (CARES) Act under the McKinney-Vento Homelessness Assistance Act. These are federal funds made available through the Department of Homeland Security / Federal Emergency Management Agency under the Emergency Food and Shelter National Board Program.

For Phase 37, Sonoma County has been chosen to receive $TBD, Mendocino County to receive $32,119, and Lake County to receive $30,677 to supplement emergency food and shelter programs in the county. For CARES, Sonoma County has been chosen to receive $TBD, Mendocino County to receive $45,793, and Lake County to receive $43,737 to supplement emergency food and shelter programs in the county. These funds have been made available through the Federal Emergency Management Agency (FEMA). (2% of the total grant will be awarded to the EFSP Phase 37 and CARES fiscal agent for allowable administrative fees).

United Way of the Wine Country convenes the Local EFSP Board and staffs the allocations process for these funds. As mandated by national program guidelines, representatives from American Red Cross, Salvation Army, Catholic Charities, National Council of Churches, United Jewish Communities, United Way and local government staff comprise the Local Board seats. A consumer or former consumer of services also participates on the Board. The Board meets to decide priorities for funding, conducts a proposal process and allocates the funding according to the priorities set.

The grant period for these funds will begin June 1, 2020 and end depending on timelines allowed by the National Board.

**Agency Eligibility**

Grant awards from this program are designed to address emergency needs. This program is not intended to address or correct structural poverty or long-standing problems. Rather, **this appropriation is intended for the purchase of food and shelter to supplement and extend current available resources and not to substitute or reimburse ongoing programs and services**.

No hard copy proposals will be mailed out to applicants this year. All proposal materials are located under “Emergency Food & Shelter Program” on the United Way of the Wine Country website (<https://unitedwaywinecountry.org/emergency-food-shelter-program/>). General EFSP program information and a county specific application can all be found on the website.

Under the terms of the grant from the National Board, local organizations chosen to receive funding must:

* Be a non-profit or public agency;
* Have a voluntary Board, if a private non-profit agency;
* Practice non-discrimination and **not** require religious services or payment for the receipt of services;
* Not charge clients for EFSP services;
* Not require an individual to attend counseling activities as a condition of assistance;
* Not conduct lobbying activities using EFSP funds;
* Not act as a vendor for itself or other EFSP-funded agency, except for shared maintenance fees for food banks;
* Have demonstrated the capability to deliver emergency food and shelter programs (not start up programs); and,
* Have a Federal Employer Identification Number (FEIN) and a federal DUNS number.

Programs providing the following services may apply for funding: emergency congregate meal sites (soup kitchens), emergency shelters for the homeless, and emergency food box pantry programs.

**Local Preference Criteria:** (The extent to which applicant meets one or more of the following criteria)

* Meets the specialized needs of homeless individuals with mental health, physical, medical, or substance abuse disabilities.
* Facilitates access for homeless individuals to other sources of services and benefits.
* Places special emphasis on identification of and assistance to the elderly, families with children, Native Americans and/or veterans.
* Provides specialized support to individuals transitioning from temporary to permanent housing.
* Involves homeless individuals and families (through employment, volunteer programs, etc.) in providing emergency food and/or shelter services.
* Serves minority and/or underserved populations (including geographically).
* Aligns with housing first

The EFSP board will also consider past quality of service and compliance with EFSP reporting requirements (see EFSP manual – link on UWWC website).

## Evaluation of Proposals

All proposals will be evaluated by the EFSP Local Board using the following criteria:

* Proposal submission times will be checked to ensure that they were received on time.
* Proposal submission will be checked to ensure that it was submitted electronically.
* Proposal submission will be checked to ensure that it is complete.
* Proposal submission will be evaluated to ensure that project proposal meets EFSP Local Board RFP Phase 37, CARES, and EFSP National board program guidelines including:
	+ - Must be supplemental funding only
		- Cannot be used to start a new program
		- Must provide for the daily shelter or nutritional needs of clients
		- CANNOT be used for staff meals, holiday meals, sugary snacks or drinks, administrative fees, tools, travel, extreme weather or disaster services, supplies, equipment, facility improvements or repairs, etc.

**It is the responsibility of the applicant to understand and adhere to all local and national board guidelines. These can be found online at** [**www.efsp.unitedway.org**](http://www.efsp.unitedway.org)

**Application Deadline**

Completed proposals must be **received electronically by 4:30 p.m. on June 5th, 2020.**

Your program **will not** be considered for funding if your application is late. Your program **may** not be considered for funding if your application is not filled out completely and/or is missing appropriate forms. Complete directions for submitting proposals can be found in the instruction pages of the application form.

# Notification of grant award

Applicants will be notified by email within 10 days of board review and approval of applicants.

1. Any organization receiving a notice of denial or decrease of funding through this grant will have 5 business days to submit a request for appeal, from the date of notification. Appeals process guidelines will be provided to all applicants and available upon request.

**If you have any questions about the enclosed application or the Emergency Food and Shelter Program, e-mail** **Nicollette.Weinzveg@unitedwaywinecountry.org**