

Capital Area United Way COVID-19 Relief Request for Proposals PHASE 2

Overview

Capital Area United Way (CAUW) envisions a community where everyone is empowered to reach their full potential. Our mission is to solve our community's toughest challenges by leveraging partnerships to advance the common good in education, income stability, and healthy living. In pursuit of this mission, we seek to partner with the most efficient and effective service providers in the Capital Region.

Purpose

Capital Area United Way has established a COVID-19 Community Relief Fund to assist in the recovery from the pandemic for the residents and organizations of our 10-parish region. Thanks to the generous support of individual, corporate, and philanthropic donors, along with a match from CAUW, grants will be made to 501c3 organizations in the Louisiana Capital Area for COVID relief. The goal of this funding is to support specific services and programs that respond to emergent needs as a result of COVID-19 in the priority areas identified below. CAUW will address the COVID-19 outbreak's effect on our community as efficiently and effectively as possible through granted dollars. CAUW will continually evaluate the needs of the community at this uncertain time. Due to the nature of the pandemic, the priority of the types of projects and available funding may shift over time.

How much funding is available?

Grant awards are capped at \$25,000.

Organizations awarded funds in Phase 1 are NOT eligible for Phase 2 dollars.

Who can apply for funds?

Phase 2-Specific Eligibility

- Any 501(c) 3 nonprofit organization serving at least one of the parishes within CAUW's 10 parish region.
- All applicants must have tax exempt status for at least 1 year prior to grant submission.
- All applicants must be in good standing with the State of Louisiana at the time of grant submission and at the time payment is made.
- Organizations who applied for funds in Phase 1 and were not awarded dollars MAY apply for funds in Phase 2

CAUW COVID-19 Funding Priorities and Allowable Expenses

COVID-19 Relief Grants are intended to fund needs directly related to the effects of the pandemic. Applicant's primary work and mission must align with one of CAUW's Focus Areas and COVID Funding priorities listed below. The focus area must be selected to complete the application. Funds can be utilized for **meeting immediate, intermediate, or long-term recovery needs:**

- **Education:**
 - Services to keep children ages 0-18 in rich learning environments in the situation that their daycare or traditional school environment is closed or operating virtually, allowing ALICE families return to work.
 - Technology and connectivity for ALICE families to access K-12 and adult education services from home. Services must be new or supplemental as necessitated by COVID-19.

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- **Income Stability:**
 - Services to increase employment opportunities for ALICE individuals who have lost their jobs or have had wages/income reduced to COVID 19.
 - Services for unemployed ALICE individuals to access increased education related to seeking and securing new jobs, especially individuals previously employed in industries impacted by closures and reduced hours due to COVID-19.
- **Health:**
 - Services to provide mental health support for persons of all ages affected by COVID-19.
- **Basic Needs:**
 - Services and/or financial assistance for ALICE individuals and families whose living situation has been threatened due to the effects of COVID-19. Services may include access to emergency housing or rent assistance, safe transportation to and from work or school, and basic family supports.

Please note that food assistance is not allowable in Phase 2. If your clients are having trouble accessing food, please contact 211 or CAUW so we can connect your organization to the many food resources currently available.

Your organization **must** be located within or servicing clients within our 10 parish region: Ascension, East Baton Rouge, West Baton Rouge, Iberville, Pointe Coupee, Livingston, East Feliciana West Feliciana, St. Helena, and St. James.

Requests addressing challenges with the ALICE population, either location or income level will be prioritized. For more information on ALICE visit, www.cauw.org/alice. Priority is given to organizations directly serving the ALICE population.

Funds will be utilized to support needs related to or from the effects of COVID-19 as it affects existing programming and organizational operations. New programming necessitated by COVID-19 and aligned to the focus areas listed above are allowed. CAUW funds may be used to cover the additional costs to operate services because of COVID-19 restrictions and government/health agency mandates. Funds must be utilized to support clients and operations directly affected by COVID-19. This is not an opportunity to seek additional funds for existing programming or plans prior to COVID-19.

Reimbursement expenses for organizational or program supplies and equipment purchased since March 13th as a result of COVID-19 **are NOT allowable.**

What activities will not be funded?

- **General program operations and core programming that is unaffected by COVID-19 or will continue to operate in spite of COVID-19. Examples include, but are not limited to:**
 - **Salaries and contractual costs that existed prior to COVID**
 - **Programmatic or operational expenses that existed prior to COVID**
- At this time, CAUW is **NOT funding loss of revenue** due to COVID-19. Loss of revenue is defined as: income not secured as expected due to altered fundraising events, contractual changes, loss of fee for service revenue.
- Subcontract agreements. This includes fiscal agents. We will only fund the direct service organization that is providing the services directly to individual clients, not to other organizations.
- Lobbying efforts designed to influence legislation are prohibited.
- For-profit organizations are ineligible to apply.
- Capital expenses unrelated to COVID-19 necessary improvements and/or alterations.

When can I submit an application?

Phase 2

- Applications will open Tuesday July 28, 2020. The deadline for submission will be 5pm Tuesday, August 11, 2020. Grant notifications will be made the first two weeks in September.

Please note all funding decisions are driven by community volunteers through a formal review process in collaboration with CAUW Impact Cabinet, Board of Directors and staff.

Application Questions

1. Primary Contact
2. Organization Mission Statement
3. Focus Area
4. Amount requested
5. Number of individuals to be served with requested funds.
6. Primary parishes served
7. Request Description: Provide a detailed description of the grant request. This description should explain the goals of the project, how they will be achieved, what services you will deliver to what population, and any additional funding or resources (either pending or secured) that will help implement this request.
8. List 3 detailed projections of the outcomes you plan to achieve through this request, including the number of individuals to be served with requested funds.
9. Provide a timeline showing the chronological order in which activities will be completed. Include activities that have been completed or resources currently secured.
10. Provide a line item breakdown with categories of expenditures that will be funded by the requested grant amount. The only line items included should be those that are specific to the funding request. Any additional funds or expenses for this effort should be included in the Project Description question above.
11. Besides the monetary request, in what other ways can CAUW provide assistance to your organization to meet emerging needs during the COVID-19 Pandemic? (Examples: volunteers, corporate support, technical assistance, marketing support, etc.)

Reporting Requirements

- CAUW requires accountability and transparency in our funding process.
- All grant awardees will be required to submit a final report within one month of funds expended as required by CAUW. This report will be available for submission through E-CImpact.
- Failure to comply with reporting standards would prohibit organizations from being eligible for future funding opportunities.

Final Report Questions:

1. Please provide a detailed summary of how your organizations spent CAUW's COVID relief dollars. Please include whether goals were met, successes, challenges, and services were delivered to what population.
2. How many total individuals benefitted? How many were staff? How many clients? Other?
3. List the parishes and zip codes (if applicable) that benefitted most from this project. Include total number served by parish if applicable?
4. If funds were spent on different line items than requested in the original application, please explain.
5. Share a success story highlighting work performed as a result of CAUW's COVID Relief grant dollars.

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How do I apply?

- Apply online through E-CImpact at <https://agency.e-cimpact.com/login.aspx?org=20020U>. You can also access the link through www.cauw.org at the bottom of the page under E-CIMPACT LOGIN for Partners.
- If you do not have an agency profile set up, please create an e-CImpact account under “New to e-CImpact?”
- If you currently have an e-CImpact account, log in and select the COVID-19 Phase 2 Grants on the left hand navigation tree.

Who can I contact with questions?

CAUW will be hosting a Virtual Information Session on the following days and times:

Monday, August 3rd from 3-4 pm

****Virtual Information Session held on Zoom: <https://zoom.us/j/91023252089> Meeting ID: 910 2325 2089 ****

For questions regarding eligibility and criteria:

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Director, Community Impact & Initiatives