

NON-PROFIT GRANT APPLICATION

Amador County



**Amador
Community
Foundation**
For good. For ever.



ISSUE DATE:

July 26th, 2022

DEADLINE FOR SUBMISSIONS:

October 14th, 2022 at 12:00 PM

Introduction

Amador Community Foundation (herein referred to as “ACF”) is pleased to announce the availability of grant funding for local nonprofits through the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (SLFRF).

ACF is accepting Grant Applications from registered nonprofits that meet the objectives of the American Rescue Plan Act SLFRF and are aligned with the County’s goals and priorities.

Background

ACF has a total of \$500,000 set aside to support local nonprofits serving Amador County residents and/or businesses through their work. The maximum award of this one-time grant is \$40,000 per year for 2020 and 2021.

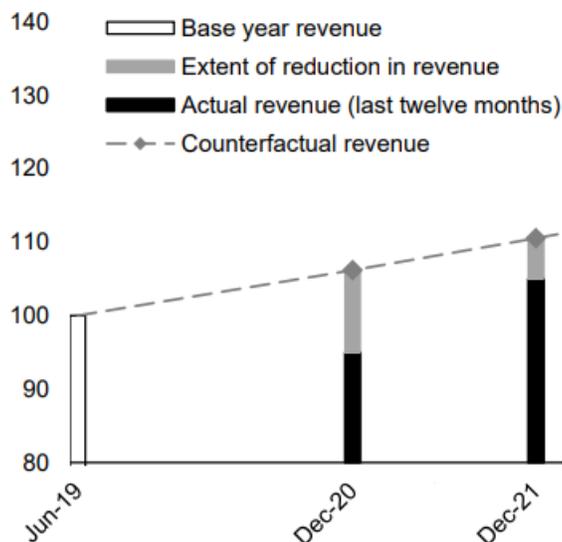
In ensuring that we are broadly supporting our community through these funds, we provide the following information to help nonprofits determine their potential eligibility and outline the process, funding amounts, and funding requirements.

The Coronavirus State and Local Fiscal Recovery Funds may only be used as outlined in the [Final Rule and Compliance and Reporting Guidance](#) issued by the U.S. Treasury Department.

How to Calculate Loss: (View the graph below for additional help)

- Applicants should calculate the extent of the reduction in revenue as of four points in time: December 31st for 2018, 2019, 2020, and 2021. ACF requires the ending balance (P/L, Balance Sheet, and/or Budget to Actual) of each calendar year (“Actual Revenue”)
- 2018 and 2019 will be used as your “Base Year Revenue”
- Amador County is allowing nonprofits to assume a 4% growth each year, which you need to include in the loss of revenue during 2020 and 2021
- The “Extent of Reduction in Revenue” (from the graph below) is the amount you need to request for 2020 and 2021

*The overall methodology for calculating the reduction in revenue is illustrated in the figure below:



Tentative Timeline

Date	Activity
July 25, 2022	Grant Application Released
September 1, 2022	Informational Session
October 14, 2022	Deadline for Submitting GRANT APPLICATION (12 p.m.)
Oct 17 – Oct 28, 2022	Review and Evaluation Process
October 28, 2022	Recommendations Presented to the County

Questions or Technical Assistance and Proposal Submission Information

General assistance is available upon request through Friday, October 14th, 2022, by noon (PDT).

All questions and requests for technical assistance concerning the Grant Application are to be directed to the official contact person via email or mail. Also, one original of the proposal must be submitted and received by no later than **noon on Friday, October 14th, 2022**, to:

Email: kharmon@acfgives.org and/or jwilliamson@acfgives.org

Phone Number: (209) 223-2148

Mail:

Attn: Kathleen Harmon
Amador Community Foundation
571 S. State Hwy 49
Jackson, CA 95642

Proposals received after this deadline will not be accepted. Early submissions are recommended and encouraged. The County and ACF reserve the right to reject any and all proposals submitted, request clarification of services submitted, request additional information from competitors, and waive any irregularity in the proposal.

Eligibility and Proposal Requirements

All applicants must meet eligibility and submit the required information to be considered for a funding recommendation. To be considered for funding, applicants must:

- Submit a complete and responsive application
- Be a 501(c)3 nonprofit organization with recognized legal status equal under the United States Internal Revenue Code
- The ARPA Funding Opportunity system does not require a Unique Entity ID (SAM) to submit an application. **However, obtaining a SAM is required to receive an award.** (www.sam.gov)
- Serve Amador County residents or businesses through their services or programs
- Have up-to-date filings (business license, taxes, etc.)

Selection Process and Criteria

An ad-hoc committee, consisting of community members, ACF board members, and one Supervisor, will review and score submitted proposals and make recommendations to Amador County administrative offices for the County's consideration. After approval, ACF will submit an invoice for payment to Amador County. Payment will come directly from Amador County.

Each proposal shall include the following information:

- A. Verification of 501(c)3 status
- B. ACF requires the ending balance (P/L, Balance Sheet, and/or Budget to Actual) of each calendar year (Jan. 1st – Dec. 31st) from 2018 – 2021
- C. Application form:
 - General Information
 - a) Name of Organization:

 - b) Organization’s Address:

 - c) Primary Contact Name, Title, Email, Phone Number:

 - Funding Request
 - a) Amount of Funds Requested for 2020 and 2021: (up to \$40,000 per year)
(Include a 4% growth from 2019 for 2020 and 2021)

Terms and Conditions

- Any costs and expenses incurred by an organization in preparing or submitting responses are the sole responsibility of the respondent.
- This Grant Application does not commit the County to award funds or fund proposals at the requested level.
- The County reserves the right to request additional information and clarification from any respondents to this Grant Application, including references.
- A respondent must be prepared to present evidence to their responses to satisfactorily meet the requirements set forth or implied in the Grant Application.
- Respondents may be asked to attend a meeting or be interviewed to provide further explanation to the County’s Grant Application Evaluation Committee.
- All respondents to the Grant Application must conform to instructions. Failure to include required signatures, meet deadlines, answer all questions, follow the required format, or failure to comply with other requirements of the Grant Application may be considered cause for rejection of the response. All communication must be done through Kathleen Harmon Executive Director at the Amador Community Foundation. Proposers who initiate private contact with Evaluation Committee Members or attempt to violate the process may be disqualified.