# Year 3 CFCI Care Grant
# Request for Applications Instructional Webinar

Amity Foundation is dedicated to the inclusion and habilitation of people marginalized by addiction, trauma, criminality, incarceration, poverty, racism, sexism, homelessness and violence.

We strive to improve health, and promote environmental, social and economic justice.

Amity is committed to research, development, implementation and dissemination of information regarding community building.

La Fundación Amistad se dedica a la inclusión y habilitación de personas marginadas a causa de sus problemas de adicción, experiencias traumáticas, encarcelamiento, pobreza, discriminación racial o sexual, carencia de vivienda, y violencia.

Nos esforzamos por mejorar la salud y promover la justicia ambiental, social y económica.

La Fundación Amistad está entregada a la investigación, desarrollo, ejecución y difusión de información dirigida a construir un sentido comunitario más completo.

**Team Introductions**

- Rebecca Gray
- Juan E. Jaimes
- Bianca Vargas
- Suzanne Dave

# Land Acknowledgement



**To learn more about the First Peoples of Los Angeles County, please visit the Los Angeles City/County Native American Indian Commission website at lanaic.lacounty.gov.**

## Centering Community

We want to take a moment to acknowledge the community and the price paid by individuals that has resulted in responses such as the funding opportunity presented today.

At Amity, we use quotes to help us ground our work.

History, despite its wrenching pain, cannot be unlived;
But if faced with courage, need not be lived again.

-Maya Angelou, On the Pulse of the Morning

# Housekeeping

**RECORDING DISCLOSURE:**
**This instructional webinar is being recorded and will be posted for viewing at www.amityfdn.org/tpa**

**TO JOIN BY TELEPHONE:**
Dial 669-444-9171
Toll Free 833-548-0276

**Meeting ID:**
997 8422 4798

**Passcode:**
653594

**QUESTIONS:**

1. We will read questions aloud from the chat during the slide presentation
2. Use the "Chat" feature to type in your question
3. "Send" your chat questions to "Everyone" (as others may have the same question)
4. Team members will only respond to questions that are entered into the chat

If you are connected by telephone, press *9 to raise your hand during a question checkpoint and we will ask you to unmute yourself so your question may be answered.

*If we cannot answer your question in full during the webinar, or you do not wish to ask publicly, please contact us through email at **TPAgrants@amityfdn.org***

# Agenda

- **1 - Introduction**
  - Care First Community Investment / CFCI Care Grants
  - TPA

- **2 - Funding Opportunity Information**
  - Year 2 CFCI Funding Opportunities chart
  - Key dates & terms • Eligibility • Eligibility flow chart
  - Requirements • Selection process • Scoring

  **Q+A Checkpoint – 15 Minute Limit**

- **3 - Application**
  - Checklist
  - Application walkthrough
  - Final Q+A

Agenda Item 1:
Introduction to
CFCI and TPA

# Year 3 CFCI Care Grant Background

- On Nov. 3, 2020, the voters of Los Angeles County approved Measure J, directing the County to set aside at least 10% of locally generated unrestricted revenue every year to <mark>be invested directly into communities</mark> and <mark>alternatives to incarceration</mark> as a <mark>response to ongoing racial injustice</mark>.

- Core Measure J policies become the Care First and Community Investment programs and budget set-aside.

- The revenue is distributed as funding in two manners:
    - Via County Departments
    - Via a Third-Party Administrator

# Third-Party Administrator (TPA) - Amity

- The TPA manages and distributes a portion of these funds.
- Amity Foundation was selected through a "competitive bid" process.
- Year 3 Focus Areas meet the goal of equitably increasing access to funds for:
    - Youth development;
    - Rental assistance and housing;
    - Funds for small, minority-owned business;
    - Job training and employment;
    - Community-based health services;
    - Restorative justice & non-carceral diversion and reentry.
    - *Priority is given to organizations that have historically experienced barriers to accessing County funding.*

Agenda Item 2: Funding Opportunity Information

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TPA    About    Campuses & Initiatives    Students    Partners    Events    f    ▶    in    ⊙    🐦    **Don**

# Join Our CFCI Mailing List

he following form to receive important updates and a copy
of the Funding Opportunities:

**Sign Up**

### View Webinar Resources:

**Click Here**

# Links to All Program Area Applications

| Housing Project | ⌄ |
| --- | --- |
| Holistic Out of School Time Enrichment / Youth Development for Reentry Youth | ⌄ |
| Youth Academy / Pathways out of Poverty & Non-Carceral Diversion | ⌄ |
| General Access to Funding for Small, Minority-Owned Businesses | ⌄ |
| Resource Movement Center | ⌄ |

Youth Development and Diversion through Sport and

| # | Program Area | Description | Annual Funding Amount | 3 Year Funding Amount |
|---|---|---|---|---|
| 22 | Housing Project | Provide housing navigation, placement and stabilization support to people returning home. Case management and supportive services, and short to medium term move-in and rental assistance will be provided to people who have returned home within the last 18 months who are also working to increase their income to sustain their own rent. | $ 6,963,200 | $ 20,889,600 |
| 23 | Holistic Out of School Time Enrichment/Youth Development For Reentry Youth | This concept will provide holistic out of school time enrichment services with a focus on prevention by applying a whole child approach, integrating culturally-centered youth services such as: academic support; arts; and athletics, with services that support a healthy family ecosystem that adapt to changing economic, practical, and emotional needs – all aimed at healing, strengthening, and breaking cycles of poverty, addiction, violence, and incarceration through a trauma-informed framework. This concept can expand services to teens by providing year-round after-school and summer programming that incorporates college preparation, career exploration, junior staff, and supporting Teen Centers with comprehensive programming. Teens will gain new opportunities to prepare for college and careers, develop leadership and professional skills, and develop positive relationships with peers and staff. | $ 6,870,550 | $ 20,611,650 |
| 24 | Youth Academy/Pathways out of Poverty & Non Carceral Diversion | This concept supports and provides intervention and costeffective prevention treatment to turn around the lives of troubled youth. Programs should seek to transform at-risk exposed youth by providing opportunities for growth and maturity through rehabilitation, education, problem solving techniques, psychological assistance, and individualized treatment. Youth become leaders by equipping them with the proper tools, effective treatment, education, and interventions to encourage positive lifestyles, reduce recidivism, and protect our communities. Systems-involved youth should be empowered and can be given rich opportunities and robust support through intensive education, individualized mobile case management, and life skills and career-readiness training opportunities to excel academically, professionally and in life. Mobile case management models are unique – meeting youth wherever they are in the community to facilitate connection and remove logistical barriers that may impede receiving support. | $ 6,395,400 | $ 19,186,200 |
| 25 | General Access to Funding for Small, Minority-Owned Businesses | This programs seeks to increase access to capital and other education and information, technical assistance, and community connections for aspiring entrepreneurs and small businesses who are system-impacted or face historic disinvestment that leads to small business start-up, retention, growth, and success.<br><br>Projects and programs that align with the funding for small, minority-owned businesses goals may be provided by a single organization and/or team of organizations and include, but are not limited to: education programs, including academies and workshops; technical assistance; access to capital and space/facilities; mentorship and networking opportunities; and other customed entrepreneurship and small business development opportunities.<br><br>Projects and programs may serve specific Districts/SPAs or countywide with a focus on system-impacted business owners and/or customers and other high and highest tier need communities or areas according to the ARDI Equity Explorer Tool, JENI index or JESI index. | $ 2,456,500 | $ 7,369,500 |
| 26 | Resource Movement Center | This project will provide services to help individuals (men, women, TGI and gender nonconforming) develop skills to help their reentry back into society by obtaining employment, housing etc. By initiating programs, we bring structure to help individuals with becoming self-sufficient by providing tools to help them with remaining housed. With structural services and property management companies being a part of this project, this program aims to house 100 individuals and families per month, averaging 1200 people per year. | $ 4,235,550 | $ 12,706,650 |

| # | Project | Description | | |
|---|---|---|---|---|
| 27 | Youth Development and Diversion through Sport and Play | Sport and play are viable supports that help prevent poor mental and physical health, justice system involvement, and help build resilience in the face of traumatic environments. This project will provide resources to youth development organizations across the county that are using sports and play to create pathways to lifelong well-being for youth in communities. This project willexpand youth development to include sport and play creating more opportunities for youth. Youth sport and play can be during and after school and can be free sports programs. The JENI, JESI and ARDI Indices can be used as a guide, with an emphasis on Black Youth and particularly the AV, Inglewood and Compton communities. These resources can also support programs that use more individualized, dynamic and culturally relevant tools under Trauma Informed Care (TIC) and Healing Centered Engagement (HCE) which is an asset-based expansion on individualized youth assessment and treatment best practices. Sports and play and alternative activities can be a gang/gun violence intervention and these types of prevention programs will reduce negative law enforcement contact and save youth lives. | $ 4,235,550 | $ 12,706,650 |
| 28 | American Indian Day Care & Family Resource Center | A childcare and resource center for the American Indian, Alaskan Native, and Indigenous communities in the Los Angeles County area that follows and promotes values and traditional practices that are important to the Native community. This center will be for working-class families and the childcare rates will be affordable. It will offer educational services, wellness services, job training and placement assistance and serve as a hub for community events and gatherings. Additionally, it would work in partnership with local organizations and government agencies to ensure that the needs and concerns of the local Native American, AIAN, and indigenous community are being heard and addressed. | $ 3,388,100 | $ 10,164,300 |
| 29 | Reentry Education and Career Development Training | This program will serve the incarcerated and formerly incarcerated participants in Los Angeles County. The goal is to teach introductory courses inside the county's correctional facilities and enroll this population in a program that provides academic, life skills, and career development training. This program also aims to get participants enrolled into a community college or a vocational training program such as truck driving school by the end of the reentry program. | $ 2,541,500 | $ 7,624,500 |
| 30 | Community Farms | This concept recommendation will support hyperlocal urban agriculture projects that cultivate, process and/or distribute agricultural products and food goods made from those agricultural products. As a local compliment to macro agriculture, these projects will also create local jobs for youth and other community members and can also be an alternative to incarceration giving formerly incarcerated or system involved folks a new start in life. | $ 2,125,000 | $ 6,375,000 |
| 31 | A Better Tomorrow | This project would open or support mental health clinics with the ability to house individuals and provide 24-hour services where necessary. This program will allow individuals to create a greater version of themselves. | $ 1,694,050 | $ 5,082,150 |
| 32 | TGI Mentorship Project | The project provides an opportunity for the TGI (transgender, gender-non-conforming, and/or intersex) community to receive culturally sensitive mentorship from Los Angeles County LGBTQ leaders and allies. This program would utilize corporate business leaders, civic leaders, entrepreneurs, higher education leaders, and trade professionals for this diversion program. This project will take steps to reduce inequities for TGI people experiencing transphobia, discrimination, systemic oppression, housing insecurity, food insecurity, and mental health distress after being released from prison or jail. | $ 1,270,750 | $ 3,812,250 |
| 33 | Youth Learning Community | These programs aim to catalyze the co-creation of autonomous learning and healing sanctuaries across Los Angeles for youth - especially system-impacted, BIPOC, queer, trans, immigrant, and disabled youth. Such sanctuaries will function as a safe haven, support, and enrichment space for system impacted BIPOC youth who thrive when engaged in trauma-informed, culturally sustaining, and restorative practices that center intergenerational healing and wellbeing for themselves and their communities. | $ 1,236,750 | $ 3,710,250 |

| | | | | |
|---|---|---|---|---|
| 34 | School-based Youth Development Support Service | This project seeks to support students in high-need school districts. It recommends building partnership agreements between the schools and key community-based organizations (CBOs). The staff from selected CBOs would have on-campus presence at the districts' local middle and high schools as well as serve in facilitating referrals from within the schools to external community-based youth programming services. The schoolbased youth development services would fund culturally responsive programming focused on social-emotional youth mentorship and intervention on academic performance gaps (such as chronic absenteeism and/or tutoring services). At-large, the recommended project will promote positive outcomes among African American, Latinx, and Indigenous male, female, TGI, and gender non-conforming students. | $ 1,184,900 | $ 3,554,700 |
| 35 | 24/7/365 Youth Center | Youth centers will serve young people, ages 10-17, in high need areas by providing a safe place to go to socialize, get away from violence in their homes, and/or simply have a chance to have fun. It would offer live programming, healthy activities, and safe alternatives to being on the streets or at home -- including the establishment of youth sports leagues, to promote pro-social behavior, teamwork, leadership, and positive physical and mental development. | $ 916,300 | $ 2,748,900 |
| 36 | Community Mentoring Leaders Program and Community-based Juvenile Reentry | Targeting underserved and systems-impacted youth (ages 13-17) who live in LA County, the projects provide ongoing in-person and virtual weekly workshops and offers: free meals; academic/professional support; mentorship; leadership training; arts-based activities; meditation/mindfulness practices; cultural/artistic enrichment, and financial aid. Topics include identity, life skills, wellness, success, intergenerational healing. Community service is also addressed. Children released into society need a positive, older role model to help get them onto the right path. Most juveniles return to offending. Instead of Probation officers, community-based organizations and programs who work with system involved youth can work firsthand with juvenile offenders and would be a great starting point for implementing this new idea of giving youth a role model. | $ 847,450 | $ 2,542,350 |
| 37 | Feeding the Unhoused | This project will establish facilities dedicated to preparing and serving fresh meals to those agencies that house and/or serve the housing unsecured. | $ 677,450 | $ 2,032,350 |
| 38 | Mommy Support | This program will provide holistic, mental and physical healthcare and return-to-work programs for Black pregnant women, their children and their families. We seek to increase positive birth experiences, birth outcomes, and healthier families in Black communities. | $ 550,800 | $ 1,652,400 |
| 39 | Seeking Equity in Medicine | This proposal seeks to increase the matriculation of underrepresented, marginalized, and disadvantaged minority college students into medical school and the healthcare field through longitudinal pathway programs, mentoring, community engagement, financial, and scholarly support. This program looks to stimulate and support these students to practice in their home communities and contribute to eliminating well documented health disparities in underserved and marginalized communities. This program will recruit underrepresented minority students and provide them with support and resources needed to ensure their success in matriculating into medical school and the healthcare field in order to reduce the disparities and inequities seen due to a lack of representation among these groups. Decreasing health disparities will improve physical wellness that will enable communities in LA county to seek employment, improve themselves, and seeks social justice for marginalized communities. | $ 473,450 | $ 1,420,350 |
| 40 | Multicultural Diverse Intensive Outpatient Project | Multicultural Diverse Intensive Outpatient Treatment for Substance Use Disorder for justice-involved populations in Los Angeles County. Low patient-to-staff ratio, evidence-based treatments (EBT), innovative cultural competency, with patient advocacy. Utilization review process allows real-time case adjustments. EBTs: trauma-informed care, motivational interviewing, communication skills education, job and life skills training, fitness & nutrition education, and housing placement. | $ 438,600 | $ 1,315,800 |
| 41 | Mommy Mentors | This program reduces system involvement for young mothers in LA County by helping minority mothers decrease stress, increase support, and gain access to life skills which aids in an overall healthy and joyous birth. This project is essential due to the high African American infant and maternal mortality rates in LA County. | $ 260,100 | $ 780,300 |
| 42 | Resources for Underserved Communities | This program area seeks to provide mentorship programs for all types of professional backgrounds to help the youth and adults craft their pathway to success by being actively involved in community events and think gatherings. This project will impact the lives of community members by providing resources that will inspire them to be actively involved in giving back to their community which will reduce crime rates and improve overall wellness, housing insecurity, and building corporations that will be all inclusive. | $ 214,200 | $ 642,600 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 43 | Healthcare Payment Assistance for Low Income and Underserved Individuals | Funding will assist qualified low income and underinsured individuals with chronic illnesses to afford their lifesaving treatments, healthcare and insurance. This assistance will help those from making the hard decision to either provide daily necessary essentials for their families or to get the medical help they so desperately need. | $ | 211,650 | $ | 634,950 |
| 44 | Fresh Food | This project would provide fresh food markets which provide healthier food options in underserved communities and also provide financial wealth courses. | $ | 170,000 | $ | 510,000 |
| 45 | Unhoused Youth Support | This program will prioritize family reunification or support as the initial intervention for youth experiencing homelessness and improve the crisis response to serve both youth and young adults. Programs will developing an effective systemic response and prepare youth for the workforce while focusing on serving populations of youth who are most in need of employment and training programs, including homeless and runaway youth. | $ | 170,000 | $ | 510,000 |
| 46 | Youth Programming in Communities of Color | This program will provide youth programming in communities of color. These programs will be created by people of color and operated by people of color to engage our youth with the hopes of imbuing and inspiring them to become strong, healthy individuals emotionally, physically, and mentally, so that they can live with a healthy dose of self-esteem, self-respect, and honor. | $ | 170,000 | $ | 510,000 |

## KEY DATES / DEADLINES / TIMELINE

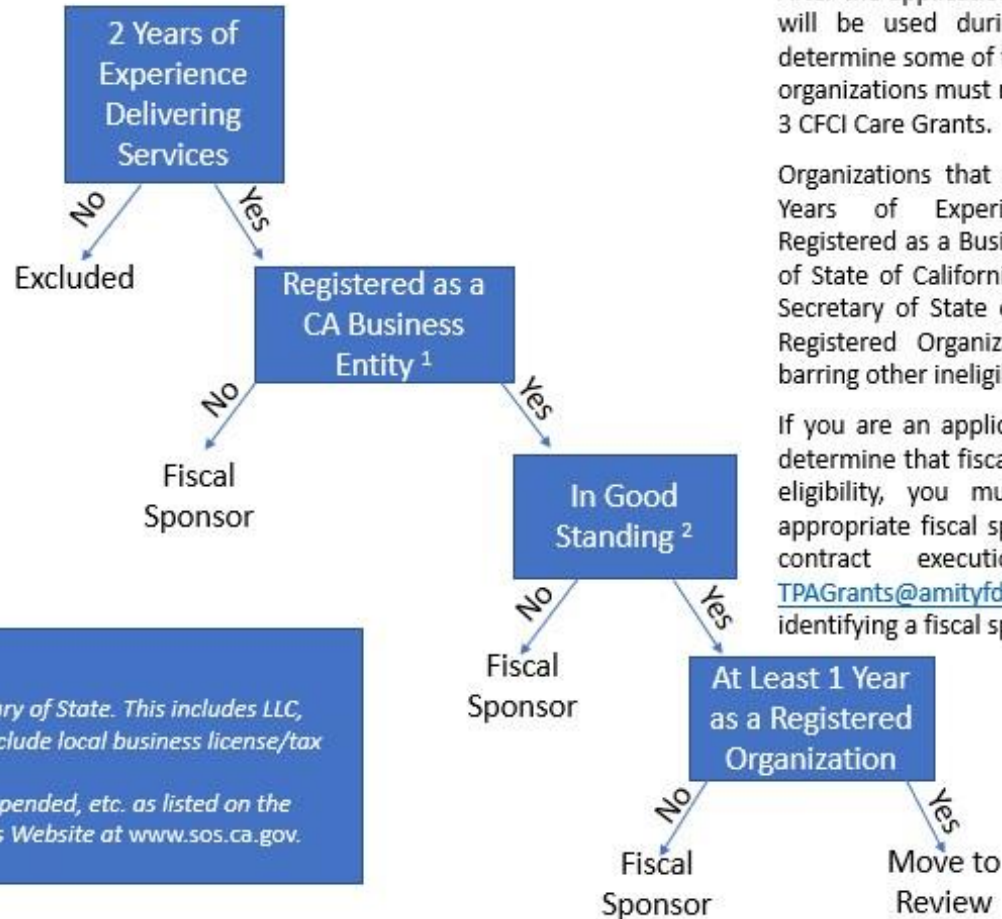| Funding Opportunity Release | October 2, 2023 |
|---|---|
| Optional Funding Opportunity Webinars | October 11, 12 Noon-2:00PM Pacific Time<br>October 18, 5:00PM-7:00PM Pacific Time<br>October 18, 12 Noon-1:00PM Budget Form |
| Written Questions (about application) Deadline | January 2, 2024, 5:00PM Pacific Time |
| Submission Deadline | January 5, 2024, 5:00PM Pacific Time |
| Funding Opportunity Review and Contracting | January - March 2024 |
| Expected Contract Start Date | April 2024 or Upon Approval |

## TERMS

- Selected Year 3 CFCI Funding Opportunity programs and projects shall begin upon full contract execution on or around April 2024.

- All funds shall be spent within 36 months of the contract start date.

# Eligibility

- Open to organizations that have provided direct services to individuals and families for 2 years or more.

- This includes nonprofits, business entities, faith-based organizations, and organizations with fiscal sponsorship.

- All applicants (or fiscal sponsors) must be registered with the California Secretary of State & in existence for at least 1 year.

- All applicants (or fiscal sponsors) must have a status of Good Standing with the California Secretary of State. https://bizfileonline.sos.ca.gov/search/business.

- All applicants must be located within the County of Los Angeles and serve LA County ZIP codes.

# Do I Need A Fiscal Sponsor?

**Eligibility Flow Chart – Path to Fiscal Sponsor**

2 Years of Experience Delivering Services
- No → Excluded
- Yes → Registered as a CA Business Entity [1]
  - No → Fiscal Sponsor
  - Yes → In Good Standing [2]
    - No → Fiscal Sponsor
    - Yes → At Least 1 Year as a Registered Organization
      - No → Fiscal Sponsor
      - Yes → Move to Review

*Notes:*
*1. Registered with CA Secretary of State. This includes LLC, Corp., 501(c)(3), and must include local business license/tax license (if applicable).*
*2. Cannot be terminated, suspended, etc. as listed on the California Secretary of State's Website at www.sos.ca.gov.*

After the application deadline, the tool to the left will be used during preliminary screening to determine some of the standards of eligibility that organizations must meet in order to apply for Year 3 CFCI Care Grants.

Organizations that meet the requirements of 2 Years of Experience Delivering Services, Registered as a Business Entity with the Secretary of State of California, In Good Standing with the Secretary of State of California, and 1 Year as a Registered Organization, will move to review barring other ineligibility.

If you are an applicant using this chart, and you determine that fiscal sponsorship will secure your eligibility, you must have an approved and appropriate fiscal sponsor agreement in place by contract execution. Contact Amity at TPAGrants@amityfdn.org if you would like help identifying a fiscal sponsor.

# Requirements

- Four attachments: 1. the organization's most recent tax return (Form 990), prefer 2022; 2. documentation of the organization's business / legal status; 3. insurance documentation; 4. characteristics of the applicant organization's leadership.

- Proof of insurance will be required before award contracts can be executed. Required insurance limits will be provided on the application. You do NOT need to be currently insured in order to apply.

- Applying organizations and proposed projects must be located within the County of Los Angeles.

- Organizations in lowest services / highest needs ZIP codes will be prioritized. (See the JENI / JESI indexes at www.CatalystCalifornia.org)

- One application per organization per Program Area accepted.

# Selection Process

- Organizations must apply through the online application portal (available at the www.amityfdn.org/tpa website).

- All applications must be submitted by Friday, Jan. 5, 2024, 5:00PM Pacific Time.

- Applications will be reviewed and scored by independent reviewers using uniform scoring criteria.

- Organizations with annual operating budgets of less than $1,500,000 shall be prioritized for award.

- Organizations with budgets larger than $1,500,000 will be considered after smaller organizations. Larger organizations that subcontract will be prioritized among the remaining larger organizations for awards, subject to available funding.

- Organizations serving lowest services, highest need ZIP codes in Los Angeles County shall be prioritized for award.

- Amity may clarify information in a submitted application, including verification through outside sources, site visits, or other measures.

- Evaluation and award processes are considered final.

# Scoring

All proposals will undergo a preliminary screening to ensure completeness and that minimum eligibility requirements have been met.

| Screening | Total Points Possible |
|---|---|
| Application is complete; organization is viable & eligible | Pass / Fail |
| Organization has an annual budget under $1.5 million and has never been funded by LA County | 10 Points |
| Organization is in & serves areas that are lowest services / highest needs | 10 Points |
| POINTS AVAILABLE | 20 POINTS |

Once an application passes screening and is scored for priority, independent reviewers will be instructed to use the following tool to score each proposal. Applications that do not pass screening will be declined. Priority points and external reviewer scores will be added to create a final score.

| Scoring Area | Total Points Possible |
|---|---|
| Organizational experience & capacity | 10 Points |
| Project is achievable and relevant; budget is feasible and reasonable | 20 Points |
| Board/leadership and staff reflect the demographics and experience of the population served | 10 Points |
| POINTS AVAILABLE | 40 POINTS |

# Q&A Checkpoint – 15 Minute Limit

*If you have questions about information on the slides so far, put your questions in the chat for Amity team members.*

*Email us at TPAgrants@amityfdn.org if we cannot answer your question in full during the webinar.*

**The full Q&A can be found at www.amityfdn.org/tpa-q/a**

Agenda Item 3: Checklist and Application Walkthrough

# Application Checklist

Document + Information-on-Hand Checklist
- ❑ Organization's most recent tax return (Form 990, 2022 preferred)
- ❑ Proof of professional status (501c3, LLC, Fiscal Sponsor Agreement)
- ❑ Insurance documentation (not scored!)
- ❑ Demographic breakdown of organization's leadership (Leadership Characteristics Template – form provided)
- ❑ ZIP code(s) served
- ❑ Funding request and program/services plan: Desired amount over 3 years, staffing, milestones, timeline, outcome (impact), etc.
- ❑ Budget form (Budget Form Template – form provided)

Deadlines
- ❑ Answers to written questions by 5:00PM on Jan. 2, 2024
- ❑ Completed application submission by 5:00PM on Jan. 5, 2024

*For the remaining slides, Amity will provide a live walkthrough of the application and explanation of application questions. The PowerPoint deck will be available to all on Amity's website, and screengrabs will be provided in lieu of the live demonstration.*

*There is a Question & Answers (Q&A) page at ==www.amityfdn.org/tpa-q/a== available to all.*

*Answers will be updated and notifications will be sent out regularly that the Q&A has been updated.*

*Amity is accepting questions ABOUT the Funding Opportunities through 5:00PM on Jan. 2, 2024 at ==TPAGrants@amityfdn.org==.*

*Don't send in your answers to the questions IN the application! The "Written Questions" deadline is ONLY for questions regarding the process or the application itself.*

# Final Q&A Checkpoint

## Thank you for your time!

*If you have questions about the application, please put them in the chat for Amity team members.*

*Email us at TPAGrants@amityfdn.org if we cannot answer your question in full during the webinar.*

**The Questions & Answers can be found at: www.amityfdn.org/tpa-q/a**

# Helpful Tips

**Helpful Tips for Using Blackbaud Grantmaking**

- Use a word processing tool (i.e. Microsoft Word) to prepare your responses, then **cut and paste** your answers into the application **to avoid losing work.**

- **Save frequently.** There is a time out function at 1 hour.

- Limit your use of bullets and other formatting (bold, italics, etc.).

- Use the link **https://www.GrantRequest.com/SID_6277?SA=AM** to log into your account and access saved and submitted applications.

- Add **mail@grantapplication.com** to your safe senders list to ensure you receive all communications regarding your application.

- Before filling out the application, you may find it helpful to click the **"Printer Friendly Version"** button above.
  This will offer you a preview of all of the questions on the application.

- You have the ability to save and come back to your application at a later time by clicking the **"Save & Return to My Account"** button at the bottom of each screen.

- To move to the next page, please click the **"Next Page"** button at the bottom of the page or click the page number at the top of the page to jump to that page.

- Do not use the "Back" or "Forward" buttons on your browser to navigate through this application.

- **PLEASE NOTE:** This application uses word--not character--limits. Questions with word limits will display a live word counter below the question field.
  *Word limits will not be enforced until you submit your application.*
  *Please be mindful of this as you fill in these fields.*

- When clicking the **"Review Before Submitting"** button: You will be required to review the entire application one final time before clicking the **"Submit Application"** button at the bottom of the screen.

# Eligibility Requirements

**ELIGIBILITY**

• This funding opportunity is open to organizations that provide direct services to individuals and families and have <u>a minimum of 2 years of experience</u> providing services in the Program Area for which they are applying. This includes:

  a. Non-profit organizations with 501(c)(3) status as determined by the Internal Revenue Service.

  b. Organizations applying through a fiscal sponsor.

    1. By the contract execution date, you must have a signed agreement in place with a fiscal sponsor that has been approved in writing by Amity, or the award will be rescinded.

2. An acceptable fiscal sponsor will be a nonprofit organization that demonstrates sufficient experience as determined by Amity. Experience includes providing fiduciary oversight, financial management, insurance, and/or other administrative services to smaller organizations outside of / in addition to the applicant.

3. Fiscal sponsors must be based in California, must be registered with the California Secretary of State for a minimum of one year prior to the application deadline, and must have a status of "Good Standing."

4. The fiscal sponsor must be willing to obtain insurance at the required amounts of coverage, and name the applicant (provider organization), the County, and Amity Foundation as additional insured.

5. Amity will, at its sole discretion, determine if a fiscal sponsor's documentation is sufficient and acceptable, or if additional information is needed. Amity reserves the right to not accept an applicant based upon review of a fiscal sponsor's experience and documentation.

**Contact Amity if you would like help identifying a fiscal sponsor.**

  c. Business entities (e.g., Limited Liability Corporation [LLC] determination, Professional Corporation determination).

• All applicants (or fiscal sponsors, if the applicant is applying with a fiscal sponsor) must be registered with the California Secretary of State for at least one year and have a status of "Good Standing."
You can check your status at https://bizfileonline.sos.ca.gov/. **If you have any questions about this, contact Amity at TPAGrants@amityfdn.org.**

• Organizations / fiscal sponsors (if applicable) must be registered to do business in Los Angeles County / City of Los Angeles (business license) at the time of award.

• If you are applying with a fiscal sponsor, **DO NOT provide the fiscal sponsor's annual budget** information for Attachment #1. All applicants should provide their own organization's annual budget / financial documents to fulfill the requirements for Attachment #1.

• Funding CANNOT go to projects that benefit Amity Foundation. Projects that take place on Amity campuses, recruit participants through Amity, or may, in any other way, benefit Amity Foundation will not pass eligibility requirements.

• No funds are to be used for law enforcement purposes.

• Applying organizations must have provided services within the County of Los Angeles for at least two years prior to the date of application.

• Fiscal sponsors must be based in the State of California.

• Funded projects must be located within the County of Los Angeles.

• Applicants must identify the specific location(s) to be served and provide ZIP code information.

• **All CFCI funds shall be used to transform Los Angeles County with programs that serve chronically under-resourced communities and address negative outcomes caused by racially driven criminal legal system inequities and long-term economic disinvestment.**

| **Links to Additional Resources and Information** |
| --- |
| Instructional webinars and a complete walkthrough of this application are available at **www.amityfdn.org/tpa** after October 15, 2023 at 12PM Pacific Time.<br><br>Answers to most of your questions can be found by navigating to the "Q&A" page at **www.amityfdn.org/tpa** after October 15, 2023 at 12PM Pacific Time. |

## Section 1 – Organizational Information

| **Agency/Organization Contact** |
| --- |
| *Name of your organization & information about the person who leads the organization.* |

1. Agency/Organization Name

First Name

    2. Last Name

3. Title or Role:

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**Project/Request Contact**
*Information about the person to be contacted about this application.*

First Name

    4. Last Name

5. Title or Role:

6. E-mail Address
*For the person to be contacted about this application*

7. Primary Phone

    Other Phone

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**Fiscal Sponsor**
*If you are using a fiscal sponsor, this section is required.*

If you are applying through a fiscal sponsor, provide the sponsor's information here.
If you are not using a fiscal sponsor, skip this section and proceed to "Organization Location Details" below.

Fiscal Sponsor Organization Name

    Fiscal Sponsor Organization Employer Identification Number (EIN)

Fiscal Sponsor Organization Address
*Street Address 1*
*Street Address 2*

*City, State Zip Code*

Fiscal Sponsor Contact Person
*Prefix First Name Last Name*
*Title*
*Email Address*

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**Organization Location Details**

8. Address where Organization's Administrative Office is Physically Located (Headquarters):

City        State

        ZIP Code

9. What is the Supervisor District that corresponds to your Administrative Offices / Headquarters address?
You can find this at **LA Vote Precinct Maps** by using the address lookup tool.

Is your Headquarters located outside of LA County?

10. Primary Address where Services are Provided:
If you provide services at more than one location, list the address that is most closely related to this application (see the **JENI and JESI maps** for information on high needs, low services ZIP codes).

Services address - street name and number:

Services Address City        Services Address State

        Services Address ZIP Code

11. Do you currently use the address provided above for services? Select "Yes" below if you currently provide services at this location. Select "No" if you have never provided services at the above address:

If you answered "No", please provide more detail below:

12. Please explain exactly where your services are provided (address, school district, neighborhood, Indigenous community, church community, etc.). Give as much detail as possible about the location

where people go to receive your services.

Are you currently providing services outside of LA County?

13. Mailing address for organization - street name and number

Mailing City      Mailing State

    Mailing Zip Code

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## Financial Information

14. What was your total annual organizational budget in 2022?

15. If your annual organizational budget is over $1.5 million, enter the total below.
If you would like us to consider additional information, please add it here.
(For example, you may want to explain if your budget in 2022 was larger or smaller than usual because of an increase/decrease in funds due to COVID-19, or, you received a large one-time donation that made your budget seem larger than it usually is.)
If not, or if this question does not apply to your organization, enter "N/A".
**Try to limit your response to 100 words.**

16. If your annual organizational budget is over $1,500,000 a year, do you intend to subcontract to smaller organizations using the funds you receive through this application?
List and describe any subcontractors and their role in your proposed program or project.
If not, please enter "N/A".
**Try to limit your response to 250 words.**

17. Do you have any outstanding audit financial claims **IN THE LAST 5 YEARS?**

If **yes**, please describe the nature of the **financial claim**, the **amount**, and the **date** of the claim. Be sure to let us know if the issue has been resolved, or if it is ongoing, and why. When do you expect the issue to be resolved?

18. Have you ever received a grant, funded contract, and/or funding from Los Angeles County? This includes any awards received from the Year 1 CFCI, Year 2 CFCI, and Non-CFCI Funding Opportunities (Program Areas 1-21). This information will be confirmed during screening, and responses that do not reflect awarded funds may result in the disqualification of your application.
**Only check one box.**

Required: How much funding did you receive and what was the funding source (department or office that awarded the funds)? If you selected "No" in Question 18, enter "N/A" in the text box below. If

you have many county grants and contracts, list the top three from the last 12-24 months:

**Try to limit your response to 100 words.**

# Section 2 – Background and Proposal

**Background and Proposed Program or Project**

19. What is your organization's mission?

**Try to limit your response to 100 words.**

20. What are the direct services that your organization provides to individuals and families in the community, and what is the need your services address?

**Try to limit your response to 250 words.**

How many years have you been providing these services? Note: We are seeking organizations or executive staff that have at least 2 years of experience providing direct services in the Program Area that they are applying for.

**Numbers only.**

21. Describe the services and benefits your **proposed project** will deliver to your participants / community that **relate directly to the Program Area**. Include how participants will find out about and enroll in your program / project; and any intake and/or screening process you plan to have.

**Try to limit your response to 500 words.**

22. In which languages will you provide services? Note: You can list languages spoken by staff and languages for which your organization has access interpreters / translation.

**Try to limit your response to 100 words.**

23. What are your techniques for engaging diverse participants using culturally appropriate outreach and services? For example, if you serve Indigenous or Transgender or Youth participants, what are the things you will do to reach them, and how will you keep them engaged in your program?

**Try to limit your response to 500 words.**

24. What is the **total amount of funding** over three years that you are requesting in this application?
This amount should be the same as **Cell B3** in the Budget Form, "Total Amount for Entirety of Project."
**NOTES: 1. You must ask for the same amount in each program year. 2. Program / Project Budgets may be adjusted by Amity; your organization's formal agreement to the changes will be required in order to receive funding.**
**Provide a number response.**

**Budget:** Download and fill out the **Budget Form** in order to explain how you intend to spend the funds.
The Budget Form provides rows where you can list staff and describe their importance to the project, list supplies and non-personnel expenses and their necessity, and also list other expenses such as insurance, fiscal sponsorship, rent, and utilities.
**Only Excel files (.xlsx) can be uploaded.**
If you cannot upload an Excel file, please contact **Amity** about converting your attachment to the correct file type.

25. Upload the completed Budget Form.
Note that once you choose your file you will need to click on the **Upload** button in order to add your Budget Form to your application.

26. How many **unduplicated** people/participants **per year** do you intend to serve with the funding amount that you are requesting?
**Provide a number response.**

27. How many staff or volunteers **per year** will you need to serve the number of participants you stated in Question 26, above?
**Provide a number response.**

28. What project milestones* will you work to accomplish over the **first year of your project or program**? For instance, will you recruit, hire or train new employees or deliver a specific quantity of services, or engage new participants? List **four milestones** that relate to implementing your proposed project and try to use one sentence for each. Examples of milestones are listed below as a reference:
*Example: "Milestone 1 – Recruit, hire, and train two new Case Managers"*
*Example: "Milestone 2 – Enroll 40 new participants in our Program"*
*Example: "Milestone 3 – Secure a partnership with an interim housing provider"*
*Example: "Milestone 4 – Place 30 systems-impacted individuals in a paid job or internship"*
Target is **100 words or less.**

29. What are some measurable outcomes related to the implementation of your milestones?*
Outcomes should indicate that your program or project is having the intended effect on your participants / community. They are measurable, and show an increase or decrease in events, conditions, or behaviors. Examples of measurable outcomes might include:
*Example: "Outcome 1 – Hiring 2 new Case Managers will increase the number of participants served by 50%"* – related to Milestone 1
*Example: "Outcome 2 – 85% of participants served by our Program will increase job readiness through new skills"* – related to Milestone 2
*Example: "Outcome 3 – 30% or more of our Program participants will be placed in interim housing"* – related to Milestone 3

*Example: "Outcome 4 – 60% of participants placed in a paid job or internship will retain their employment for 6 months or more"* – related to Milestone 4, could also be related to Milestone 1 (participants retain employment due to Case Management)

Target is **100 words or less.**

*\*Note: Milestones and outcomes are subject to additional review and approval prior to contracting.*

30. How will the milestones (Q28) and outcomes (Q29) above respond to the specific needs of the Program Area, your service population, and your community? **What would success look like for your project?**

**Try to limit your response to 250 words.**

# Section 3 - Demographics and Area Served

**Demographics**

31. Click to select the ranges below that best describe the ages of the people your program or project will serve.

**Select "All Ages" if you will serve all ages; otherwise, select as many as apply. PLEASE <span style="color:red">DO NOT</span> SELECT EVERY RANGE.**

32. Click to select the options below that best describe the race/ethnicity of the people your proposed program or project will serve.

**Select all that apply.**

If you selected **Other** above, please describe:

33. Select the options below that best describe the gender of the people your program or project will serve.

**Select all that apply.**

If you selected **Other** above, please describe:

34. Select the characteristics below that best describe the population your program or project will serve.

**Select all that apply.**

If you selected **Other** above, please describe:

**Staff, Board, and Leadership Characteristics**

<span style="color:#8B6914">**Diverse and Representative Staff and Leadership**</span> **The Year 3 Care First Community Investment Funding Opportunity is intended to benefit community-based organizations**

**that are led and staffed, at least in part, by Black, Brown, Indigenous, People of Color, Transition-Age Youth, Transgender, Gender Nonconforming, Intersex, LGBQA+, and People with Lived Experience.**

35. What are the percentages of **DIRECT SERVICES STAFF / VOLUNTEERS** who identify as / reflect the following races / ethnicities? **(Select all that apply.)**
Note that totals must add up to 100%.

36. Which community characteristics below best describe your organization's **DIRECT SERVICES STAFF / VOLUNTEERS**?
Select all that apply.

37. What are the percentages of **BOARD AND EXECUTIVE LEADERSHIP** who identify as / reflect the following races / ethnicities? **(Select all that apply.)**
Note that totals must add up to 100%.

38. Which community characteristics below best describe your organization's **BOARD AND EXECUTIVE LEADERSHIP**?
Select all that apply.

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**High Need, Low Services Areas**

Organizations in and serving ZIP codes determined to be highest need / lowest services will be prioritized for award.

Amity will use the **Justice Equity Needs Index (JENI)** to help determine high need. You can access the index at this link: **JENI**.

Amity will use the **Justice Equity Services Index (JESI)** to help determine low services. You can access the index at this link: **JESI**.

39. Which Los Angeles County Supervisorial Districts would your project or program serve? Select all that apply.
You can find this at **LA Vote Precinct Maps** by using the address lookup tool.

40. Which Service Planning Areas (SPAs) would your project or program serve? Select all that apply.
For more information or for help identifying which Service Planning Areas to select, take a look at the LA County Department of Public Health **Service Planning Areas**.

41. List the ZIP codes you intend to serve with the project or program that you are proposing in this application. Only list ZIP codes where you provide the majority of your services and/or conduct most of your outreach and recruiting.

42. We understand that the JENI and JESI tools do not necessarily capture all high need populations with low services access, particularly Indigenous people. If you believe the JENI and JESI do not capture needs of your service population, tell us more, below. Feel free to use the above community characteristics, such as low income, Black, recent immigrant, etc. Enter "N/A" if your service ZIP code is highest need / lowest services or if this question is otherwise Not Applicable.
**Try to limit your response to 250 words.**

# Section 4 – Other Information

## Other Information

43. Are there any other Year 3 Program Areas that you are applying for to receive funds? Choose as many Program Areas as you are applying for:

44. What areas of technical assistance are you interested in?
**Select all that apply.**

If you chose "Other", above, please describe below.
**Try to limit your response to 100 words.**

# Attachments

## 1. Annual Organizational Budget Requirement

The Year 3 Care First Community Investment Funding Opportunity is intended to benefit direct service community-based organizations that have historically not received funds from LA County. Organizations with annual budgets that total $1,500,000 or less will be prioritized. Applications will be accepted from organizations with annual budgets greater than $1,500,000 (larger organizations); however, priority is given to those with budgets under $1,500,000. If larger organizations submit a proposal that includes subcontracts with smaller organizations (below $1,500,000 annual budget), that proposal will be prioritized among the remaining larger organizations for awards, subject to available funding.

If you are applying with a fiscal sponsor, **do not provide the fiscal sponsor's annual budget information for Attachment #1**. All organizations should **provide their own annual budget / financial documents to fulfill the requirements for Attachment #1**.

*Attachment Required to Fulfill #1: Most Recent Income Tax Return (prefer 2022).*

You may submit an IRS form 990, 990N, 990EZ, 990 postcard, 8879-TE, 568, or 1120-S.

Attachment #1: Annual Organizational Budget Document

Note that once you choose your file you will need to click on the **Upload** button in order to add the attachment to your application.

## 2. Proof of Professional Status Requirement

Year 3 CFCI funds are intended to benefit organizations that provide direct services to individuals and families and that have a  <u>minimum of 2 years of experience</u> providing services in the Program Area for which they are applying.

*Attachment Required to Fulfill #2: One of the below (A, B, C, or D).* **Only ONE of these is required.**

*A. Proof of nonprofit 501(c)(3) status as determined by the Internal Revenue Service.*

*B. Fiscal sponsor documentation (see the definitions under the two asterisks [\*\*] below that will be used to determine whether or not a fiscal sponsor is acceptable).*

*C. Documentation that proves the organization to be a business entity with at least one (1) year of administrative experience in the Program Area for which the service provider is submitting the application (e.g., Limited Liability Corporation (LLC) determination, Professional Corporation determination).\**

*D. **If you do not have the documents described in (A), (B), or (C),** attach a letter signed by your authorized official stating that "[NAME OF ORGANIZATION] is submitting this application with the willingness and intent to enter into an agreement with a fiscal sponsor prior to contract execution." \*\**

Attachment #2: Proof of Professional Status

Note that once you choose your file you will need to click on the **Upload** button in order to add the attachment to your application.

**\* Business entity experience can be shown by previous contracts, grants, tax filings, audits, reports, or other available documentation.**
**Amity will, at its sole discretion, determine if documentation is sufficient or if additional documentation is needed.**

**\*\* Fiscal sponsorship helps mitigate the potential for fraud, abuse, or waste by service providers.**

**A fiscal sponsor can assist with financial management, compliance, funds disbursement, human resources, and general grant management.**

**An acceptable fiscal sponsor will be a nonprofit organization with at least two (2) years of experience as a fiscal sponsor providing fiduciary oversight, financial management, insurance, and/or other administrative services to smaller organizations outside of / in addition to the applicant. (Amity will provide technical assistance to service providers in a variety of areas, but will not have access to the day-to-day fiscal operations of service providers.)**

**Fiscal sponsors must be based in California, must be registered with the California Secretary of State, and must have a status of "Good Standing."**

**The fiscal sponsor must be willing to obtain the insurance required to contract at the coverage amounts listed (see the list under Attachment #3, below), and name the applicant (provider organization), the County, and Amity as additional insured.**

**Amity will, at its sole discretion, determine if a fiscal sponsor's documentation is sufficient and acceptable, or if additional information is needed. Amity reserves the right to not accept an applicant based upon review of a fiscal sponsor's experience and documentation.**

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### 3. Insurance Documentation Requirement

Organizations that receive awards through the Year 3 CFCI Funding Opportunity application process will be required to meet mandatory insurance limits. Organizations **do NOT need to be currently insured—either in totality or for the specified rates—in order to apply.**\*\*\*

**Insurance costs** are an allowable line item on an organization's project budget. Insurance costs added to your project budget must be limited to **new** insurance costs attributable to the proposed project; and/or **insurance costs over and above what you currently pay** for coverages that are required to contract for Year 3 CFCI funds. Required insurance amounts for Year 3 CFCI projects are as follows:

1MM Commercial General Liability; policy must name LA County, its agents, and Amity Foundation as additional insured

- $2MM General Aggregate
- $1MM Products / Completed Operations Aggregate
- $1MM Personal and Advertising Injury
- $1MM Each Occurrence

Professional Liability – Errors and Omissions
- $1MM per claim
- $2MM aggregate

Automobile Liability (if applicable; for instance, transporting clients)
- $1MM Bodily Injury and Property Damage for each single accident
- Includes owned, leased, hired, and/or non-owned automobiles

Employers' Liability / Workers Compensation
- Coverage with limits not less than $1MM per accident

Sexual Misconduct
- Limits not less than $1MM per actual or alleged claim of sexual misconduct and/or molestation, abuse, harassment, mistreatment or maltreatment of a sexual nature
- $1MM aggregate

***Attachment Required to Fulfill #3: One of the below (A, B, or C).*** **Only ONE of these is required.**

*A. Certificate of Insurance (COI) with your current insurance provider.*

*B. A cost quote on the above listed coverages from an insurance broker.*

*C. If you cannot provide either (A) or (B), attach a letter signed by your authorized official stating that "[NAME OF ORGANIZATION] attests that we do not have any insurance policies or coverage at this time. [NAME OF ORGANIZATION] understands that we will be responsible for meeting required insurance limits prior to contracting."\*\*\**

Attachment #3: Insurance Documentation

Note that once you choose your file you will need to click on the **Upload** button in order to add the attachment to your application.

**\*\*\*Organizations do NOT have to pay for this coverage prior to applying for funds. However, organizations must meet the insurance limits listed above in order to contract for funding.**

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**4. Board and Executive Leadership Names & Demographics Requirement**

The Year 3 Care First Community Investment Funding Opportunities are intended to benefit community-based organizations that are led and staffed, at least in part, by Black, Brown, Indigenous, People of Color, Transition-Age Youth, Transgender, Gender Nonconforming, Intersex, LGBQA+, and People with Lived Experience.

***Attachment Required to Fulfill #4: Download, fill out, and upload the Leadership Characteristics Form at the link below.***

Download and fill out the **Leadership Characteristics Form**. Instructions on how to fill out the form are on the second tab, labeled "Instructions." **Download the form before you begin working in it—your changes to the online form will not be saved.**
If you do not collect information on the characteristics listed, leave the cells blank.
Remember that the characteristics of your leadership will be compared to the characteristics of your service population for priority points.

Attachment #4: Leadership Characteristics Form
**Only Excel files (.xlsx) can be uploaded.**
If you cannot upload an Excel file, please contact **Amity** about converting your attachment to the correct file type.

Note that once you choose your file you will need to click on the **Upload** button in order to add the attachment to your application.