

Special RFP for Safety Net Providers 2009

The mission of the Strong Communities Fund (“Fund”) is to help our county’s residents get their basic needs met and engage them in community life. During the last quarter of 2008, the Fund made a series of grant distributions, on an initiative-funding basis, totaling \$268,250 to nonprofits that work in the “safety net” sector as part of their core business. We define safety net as follows:

- Emergency assistance, such as shelter, food, childcare, medicine, utilities, transportation to working families and seniors;
- Housing assistance to help people who are not homeless stay in their current housing situation and avoid homelessness;
- Food programs that provide no-cost food or meals to families and elderly residents; and
- Mental health services for adults.

The Fund held in reserve an additional \$15,000 for safety net providers (as defined above) that wish to collaborate on projects that will increase revenues or reduce expenses. Applications can be submitted in amounts from \$5,000 to \$15,000.

Who and What is Eligible

- 501(c)3 public charities working in Napa County’s safety net, as defined above. Applications from organizations that do not have their 501(c)3 public charity determination will not be accepted.
- Applicants must be able to demonstrate that their work in the safety net sector, as defined above, is a significant part of their business.
- Applications can be submitted in amounts from \$5,000 to \$15,000.
- The funds must be used for one-time assistance for a safety net nonprofit to partner with one or more other nonprofits or charitable programs on projects that will increase revenues or reduce expenses.
- Examples include but are not limited to: funding to reduce expenses or create efficiencies, such as shared databases, shared staffing, or other overhead expenses; funding to collaboratively pursue new revenue sources, such as emergency funding from local foundations or local or county government (e.g., the City of Napa Housing Trust Fund), as well as economic stimulus monies like the American Recovery and Reinvestment Act of 2009.
- Funds will be awarded only to the lead agency on the project, which must be a safety net nonprofit, as defined above. The lead agency’s partner(s) does/do not need be a safety net nonprofit.
- Projects must be initiated within three months of funding.
- Projects must be concrete, practical and impactful.

Special RFP for Safety Net Providers 2009, p. 2

How to Apply

Please email us a letter by May 15, 2009 that includes the following:

- Name, address, phone, and email contact for applicant.
- Name(s) of partner(s), and letter(s) of support from their Executive Director(s) confirming their partnership on the project.
- Amount requested from the Fund. Attach a detailed budget for the project.
- What is the total annual operating budget for your entire organization? Your partner(s)?
- How does your organization support the safety net (as defined above) in Napa County? How much of your business does safety net work represent?
- What is the rationale of the project? What is the justification for the project's focus?
- Why have you decided to work with this particular partner (or partners) on this project?
- What might be the consequences of not implementing this project?
- What is the approach, and what are the specific activities of the project?
- What is the project timeline, and how is it achievable against the project's activities?
- What do you hope to achieve with the project? What are the benchmarks or indicators of success? How will they be captured quantitatively and qualitatively?
- What is your organization's capacity to implement the project? What is the capacity of your partner(s)?
- What are the most difficult aspects or risks of the project that may affect your success?
- Email your letter and budget attachments in Word and Excel format, respectively, marla@napavalleycf.org. Letters of support from partners should be submitted in Adobe Acrobat Reader format. Hard copies will not be accepted.

Application Evaluation Criteria

- Eligibility of applicant and partner(s)
- Clarity of project rationale, approach and activities
- Achievable timeline against project activities
- Achievable goals, and practicality of benchmarks and indicators of success
- Honesty of applicant's and partner's/s' capacity to implement the project
- Candid discussion of risks and difficult aspects of project

Application Review and Decisions

- Community Foundation staff will review all proposals with recommendations for funding to our Board of Directors.
- Applicants may receive telephone calls, emails or other types of communication from Community Foundation staff as part of the application review process.
- Final decisions will be made by the Community Foundation no later than June 15, 2009.

Follow-Up and Reporting Requirements

Grantees will be required to submit a report that tells us the results of the project and how the funds were spent. Go to http://www.napavalleycf.org/documents/Grant_Report_Guidelines.pdf to review our grant report guidelines. Grantees also should be available for site visits by staff.

Please note that applications and grant reports may be posted publicly on our website to reflect our value of transparency, and to encourage learning among grantees and future applicants, as well as members of the community at large.

Contact

Marla Tofle, Vice President of Philanthropic Services, at 254-9565 or marla@napavalleycf.org.