

Napa Valley Community Disaster Relief Fund Program Guidelines for Phase I Grants

The mission of the Napa Valley Community Disaster Relief (“Fund”) is to help our county meet the needs of residents and local businesses impacted by the Napa Earthquake that occurred on August 24, 2014.

The Napa Valley Community Disaster Relief Fund is managed by Napa Valley Community Foundation (NVCF) and was created with a \$10 million lead gift from Napa Valley Vintners following the 2014 Napa Earthquake.

The Fund will be making distributions in three phases; each phase has specific priority areas. These guidelines address Phase I funding.

Phase I funding will primarily be awarded to nonprofits that provide disaster relief and recovery services to: households impacted by the earthquake, such as housing assistance, replacement of essential household items, medical care or counseling.

There are two types of Phase I funding:

1. Grants for nonprofits that: provided emergency relief/recovery services to victims in the immediate aftermath of the earthquake; currently are providing social/human services or health services to victims with needs that resulted from the earthquake. Examples of these kinds of services include:
 - Disaster response and immediate relief services
 - Information and guided referrals to support services available in the community
 - Case management and long-term recovery planning
 - Counseling, therapy or medical services
 - Advocacy or legal services directly related to the earthquake

Eligibility requirements for nonprofits to receive Phase I Type 1 grants:

- Identified partners or applicants must be able to demonstrate a track record in providing emergency response/relief/recovery services or social/human services or health services to residents of Napa County
 - Must be a 501c3 public charity, or charitable program/agency in good standing
 - Must have the capacity to start using the grant funds within 2 weeks of receiving the grant award, and to expend the grant funds within 12 months
 - Must be able to report on how the funds were used and their impact
 - Must be able to coordinate services/receive referrals from the Local Assistance Center; preference will be given to those actively staffing the Local Assistance Center
2. Grants for nonprofits to provide emergency financial aid to earthquake victims for critical household/family needs that are not covered by insurance, and are demonstrated needs resulting from the earthquake, and determined necessary to keep a family housed, or for a person to maintain employment or to continue to live independently, including the following:
 - ❖ Short-term rental assistance or security deposits

- ❖ Food
- ❖ Utility bills
- ❖ Essential household items, like beds or vital appliances
- ❖ Prescriptions, eyeglasses, hearing aids or other medical equipment
- ❖ Car repairs
- ❖ Meet insurance deductibles for medical or car repairs due to earthquake

Note that Phase I emergency financial aid cannot be used to cover costs to make repairs, secure or re-build homes or businesses damaged by the earthquake. Assistance for these needs will be covered in Phase II of the Fund's grantmaking activities.

Other parameters of emergency financial aid:

- ❖ Nonprofits will use eligibility guidelines for distributing emergency financial assistance
- ❖ Emergency financial aid can be used to supplement, but not duplicate, other financial assistance, like Season Of Sharing, loans, or the HCA Fund
- ❖ Emergency financial aid may be given for costs already incurred

Eligibility requirements for nonprofits to receive Phase I Type 2 emergency financial aid grants:

- Identified partners or applicants must be able to demonstrate a process for screening households for emergency financial aid and disbursing the aid, including the process for avoiding duplication
- Identified partners or applicants must have a track record in providing case management services to households seeking emergency financial assistance
- Must be a 501c3 public charity, or charitable program/agency in good standing
- Must start using the grant funds within 2 weeks of receiving the grant award and expend the funds within 12 months
- Must be able to report on how the funds were used and their impact
- Must be able to coordinate services/receive referrals from the Local Assistance Center; preference will be given to those actively staffing the Local Assistance Center
- Unspent funds must be returned to NVCF's Community Disaster Relief Fund

All Phase I grantees will be required to submit frequent and comprehensive reports on how the funds were used and their impact, including:

- Total number of households and individuals helped and demographics of these households
- Type and amount of assistance provided
- What was learned as result of providing these services
- The challenges that arose in connection with providing these services

Additional reporting requirements, including reporting frequency and deadlines, will be developed jointly with NVCF and the specific grantees and available by September 26.

Additional grants may be made on a rolling basis throughout Phase I as more information about assistance, needs and other potential sources of support becomes available.

If a nonprofit did not receive a Phase I grant and would like to be considered, please send a 1-3 page Letter of Interest specifying the grant request and identifying its fit with the guidelines above to Marla Tofle at marla@napavalleycf.org.