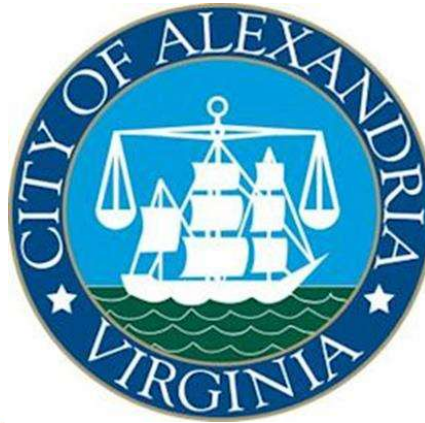


Alexandria Community Access & Emergency Support Program

February 15, 2022



Welcome & Zoom Details - ACT

- Please keep yourself on mute
- Use the Chat function to ask questions and share comments
- This session will be recorded and available on the ACT website



Agenda - ACT

- Welcome
- About ACT for Alexandria
- ARPA Funding Overview
- Funding Conditions and Allowable Expenses
- Eligibility
- Application Process
- Required Trainings
- Reporting Information
- Grant Timeline
- Q&A

About ACT for Alexandria

- ACT for Alexandria is a community foundation that improves the lives of Alexandrians by turning ideas into action and resources into results.
- ACT helps donors achieve their philanthropic goals, supports nonprofit organizations in achieving their missions and mobilizes the community around important issues.



Overview

The City of Alexandria has designated \$4M of the American Rescue Plan Act funds to develop and implement the Alexandria Community Access and Emergency Support Grant Program.

This initiative funding includes:

- Service navigation support - to ensure that individuals and families are accessing all ARPA, federal, state and local programs for which they are eligible
- Tangible financial aid – direct emergency/safety net support to residents

This program is being supported by the Coronavirus State and Local Fiscal Recovery Funds award number 21.027 awarded by the City of Alexandria, Virginia by the U.S. Department of the Treasury.

DCHS Support

- Two FTE Service Navigators will be available to serve as internal department navigation liaisons to ensure that the connection of eligible residents to public programs within the department.

DCHS service navigators will be responsible for:

- Working with selected Community Access Service Navigators to link Alexandria residents to programs and services
- Trouble-shooting challenges and barriers to services
- Routinely identifying systems, issues, and bottlenecks that impact effective service connection and delivery



Community Access

- Service navigators play a crucial role in increasing awareness and spreading knowledge about available resources. Recognizing the importance that navigators play in building strong and trusted relationships within the community, this program is meant to support new and existing navigation models.
- The Community Access program will help to provide navigation support to ensure individuals are enrolled in key local, state, and federal programs that they are eligible for. This program will be offered as a one-time funding opportunity offered over a 20-month period – April 2022 – December 2023.

Emergency Support

- Recognizing the urgent needs of community members, emergency assistance is often needed to supplement state benefits or assist those who do not meet qualifications for certain government programs
- The Emergency Support program will provide tangible and emergency financial aid that includes but is not limited to gift cards, transportation assistance, childcare, eviction prevention, and financial assistance. This program will be offered in six-month grant periods, beginning with April 2022 – October 2022

Learning & Evaluation

Goal: Community members are connected to the resources and supports they need to thrive, in a timely and respectful way.

- Increased access to and acquisition of public benefits
- Dignity and respect of constituents accessing services
- Increased understanding of what enhances people's ability to access services
- Enhanced stability through enrollment in public benefits and tangible aid to avoid crisis
- Strengthened partnerships with the community and in the Alexandria social services sector
- Improved understanding of recommendations through systems reform

ACT will host convenings with the community access and emergency support grantees

Evaluation Partners: Alexandria's Office of Performance Analytics and Elizabeth Grim Consulting, LLC

Funding Conditions & Allowable Expenses

Expenditure Categories

Medical Expenses

Food Programs

Rent, Mortgage, & Utility Aid

Cash Assistance to Unemployed Workers

Eviction Assistance

Job Training Assistance

Other Economic Support

Eligibility

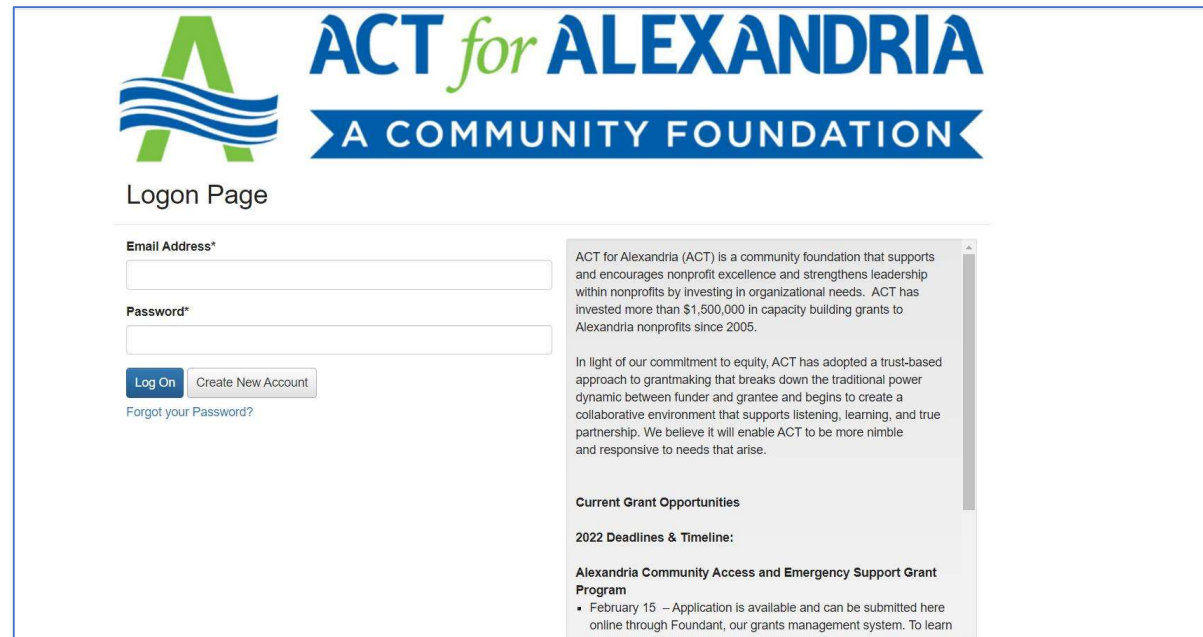
- 501(c)(3) trusted organization
- Be serving Alexandrians affected by the pandemic
- Qualified Census Tract zip codes
- Ability to track funding and constituents

Application Process

- Create an account on Foundant, ACT's Grant Management System
- Respond to questions about use of funding, project budget, and planning
- Attestation

Accessing the Grant Application

Log on or create a new account: Add link to ACT webpage with application link



The screenshot shows the 'Logon Page' for ACT for Alexandria, a community foundation. The page features the organization's logo at the top, which includes a stylized green 'A' with blue waves and the text 'ACT for ALEXANDRIA A COMMUNITY FOUNDATION'. Below the logo, the title 'Logon Page' is displayed. The main content area contains a login form with two input fields: 'Email Address*' and 'Password*'. Below these fields are two buttons: 'Log On' (in blue) and 'Create New Account' (in grey). A link 'Forgot your Password?' is located below the 'Log On' button. To the right of the login form, there is a sidebar with text about the foundation's mission and current grant opportunities. The sidebar text includes: 'ACT for Alexandria (ACT) is a community foundation that supports and encourages nonprofit excellence and strengthens leadership within nonprofits by investing in organizational needs. ACT has invested more than \$1,500,000 in capacity building grants to Alexandria nonprofits since 2005.' and 'In light of our commitment to equity, ACT has adopted a trust-based approach to grantmaking that breaks down the traditional power dynamic between funder and grantee and begins to create a collaborative environment that supports listening, learning, and true partnership. We believe it will enable ACT to be more nimble and responsive to needs that arise.' Below this, it lists 'Current Grant Opportunities' and '2022 Deadlines & Timeline:', followed by the 'Alexandria Community Access and Emergency Support Grant Program' with a bullet point: 'February 15 – Application is available and can be submitted here online through Foundant, our grants management system. To learn more about this grant opportunity, please visit: [link]'.

Logon Page

Email Address*

Password*

[Log On](#) [Create New Account](#)

[Forgot your Password?](#)

ACT for Alexandria (ACT) is a community foundation that supports and encourages nonprofit excellence and strengthens leadership within nonprofits by investing in organizational needs. ACT has invested more than \$1,500,000 in capacity building grants to Alexandria nonprofits since 2005.

In light of our commitment to equity, ACT has adopted a trust-based approach to grantmaking that breaks down the traditional power dynamic between funder and grantee and begins to create a collaborative environment that supports listening, learning, and true partnership. We believe it will enable ACT to be more nimble and responsive to needs that arise.

Current Grant Opportunities

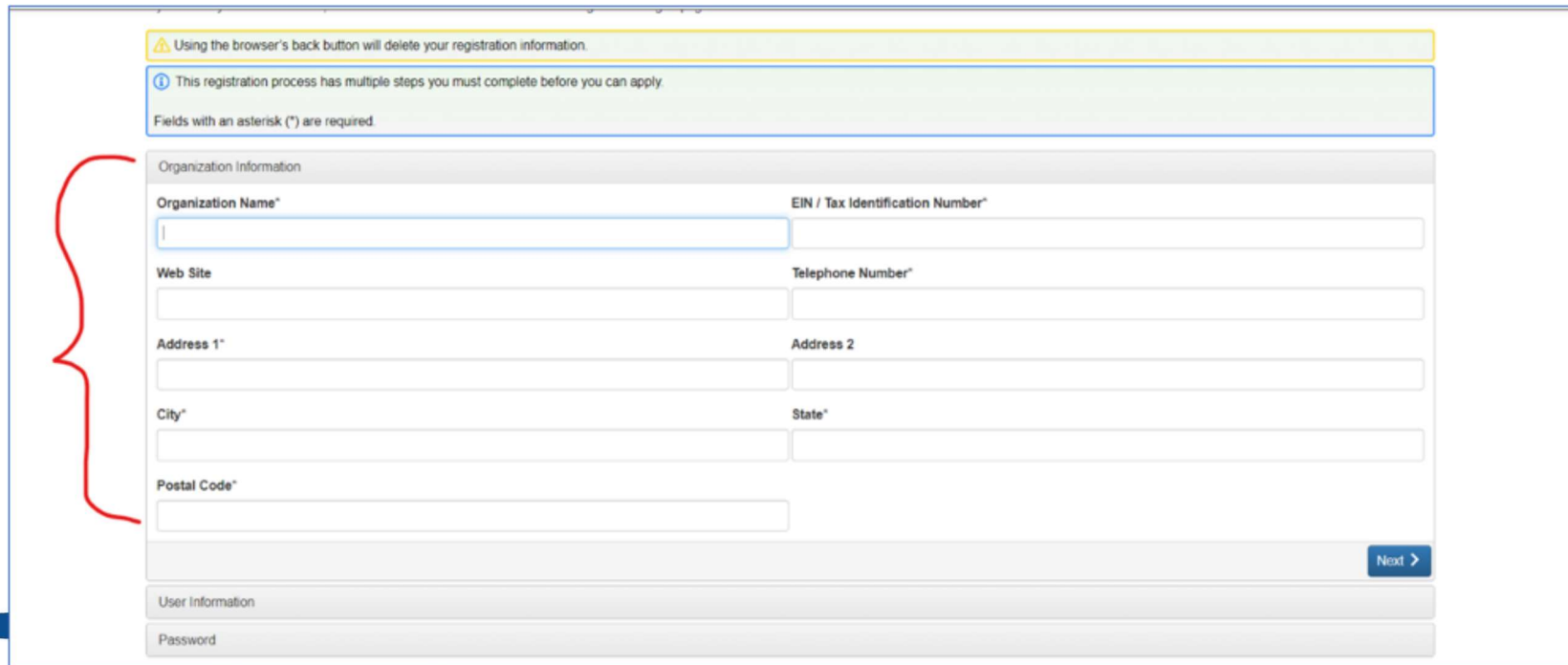
2022 Deadlines & Timeline:

Alexandria Community Access and Emergency Support Grant Program

- February 15 – Application is available and can be submitted here online through Foundant, our grants management system. To learn more about this grant opportunity, please visit: [link]

Organization Information

Enter organization information including EIN, telephone number, and address. Click the “Next” button once you are finished with the Organization Information section.



Using the browser's back button will delete your registration information.

This registration process has multiple steps you must complete before you can apply.

Fields with an asterisk (*) are required.

Organization Information

Organization Name*	EIN / Tax Identification Number*
<input type="text"/>	<input type="text"/>
Web Site	Telephone Number*
<input type="text"/>	<input type="text"/>
Address 1*	Address 2
<input type="text"/>	<input type="text"/>
City*	State*
<input type="text"/>	<input type="text"/>
Postal Code*	
<input type="text"/>	

Next >

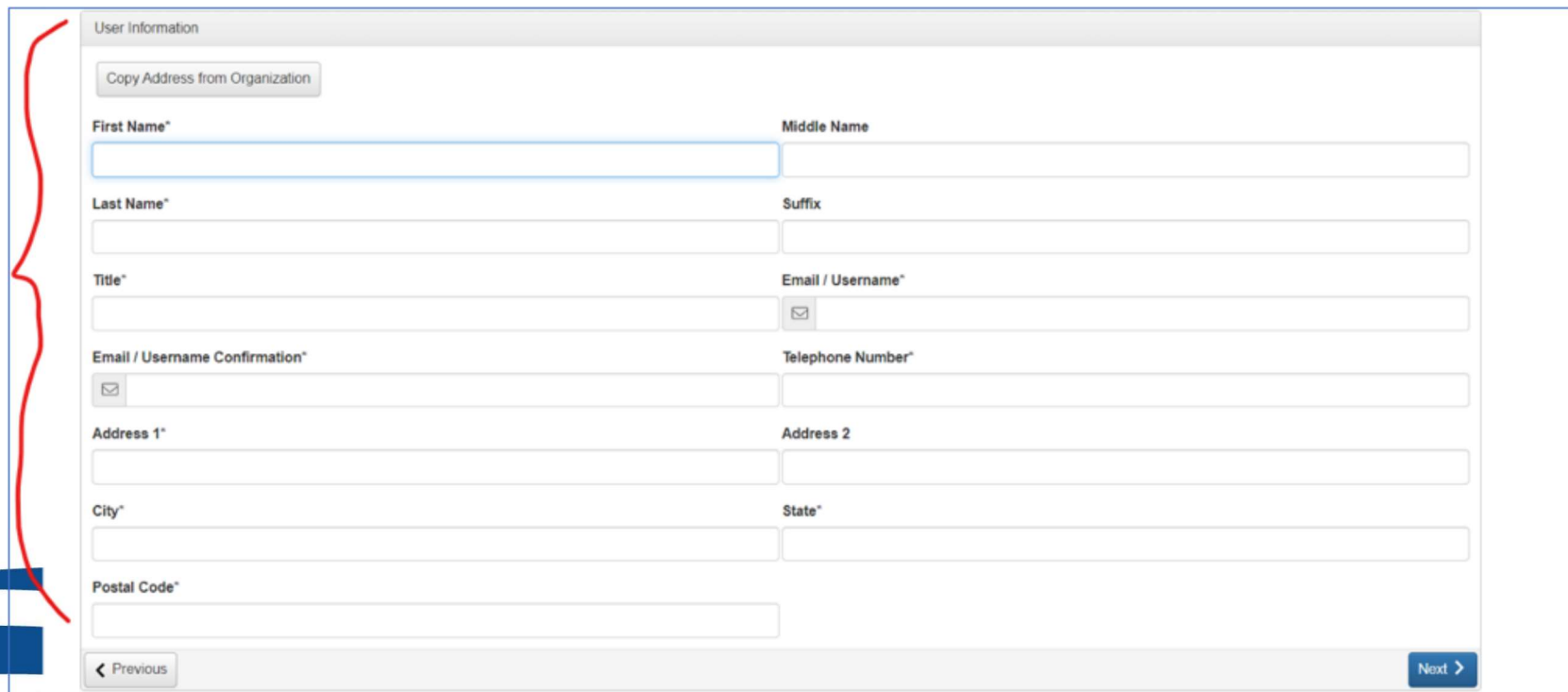
User Information

Password

A red bracket on the left side of the form groups the Organization Information section, which includes the Organization Name, EIN / Tax Identification Number, Web Site, Telephone Number, Address 1, Address 2, City, State, and Postal Code fields.

User Information

Enter your contact information. Click “Next” when you are finished with the User Information section.



The form is titled "User Information" and contains the following fields:

-
- First Name***
- Middle Name**
- Last Name***
- Suffix**
- Title***
- Email / Username***
- Email / Username Confirmation***
- Telephone Number***
- Address 1***
- Address 2**
- City***
- State***
- Postal Code***

Navigation buttons:

A red bracket is drawn on the left side of the form, spanning from the "First Name" field down to the "Postal Code" field.

Password & Email Confirmation

Password

Password must be at least 6 characters and can only contain letters, numbers and the following: !@#\$%^&*()_


Password*

Confirm Password*

< Previous

Create Account

Email Confirmation

 You will be receiving emails from this system about your request.

To ensure you receive emails from this system we have sent you an email to confirm your account was created successfully. If you do not see an email from *ACT for Alexandria* <administrator@grantinterface.com>, look in your junk or spam folder.

To remove *ACT for Alexandria* <administrator@grantinterface.com> from your spam filter, use the link below.

[Click Here](#) for a tutorial about removing email addresses from spam filters.

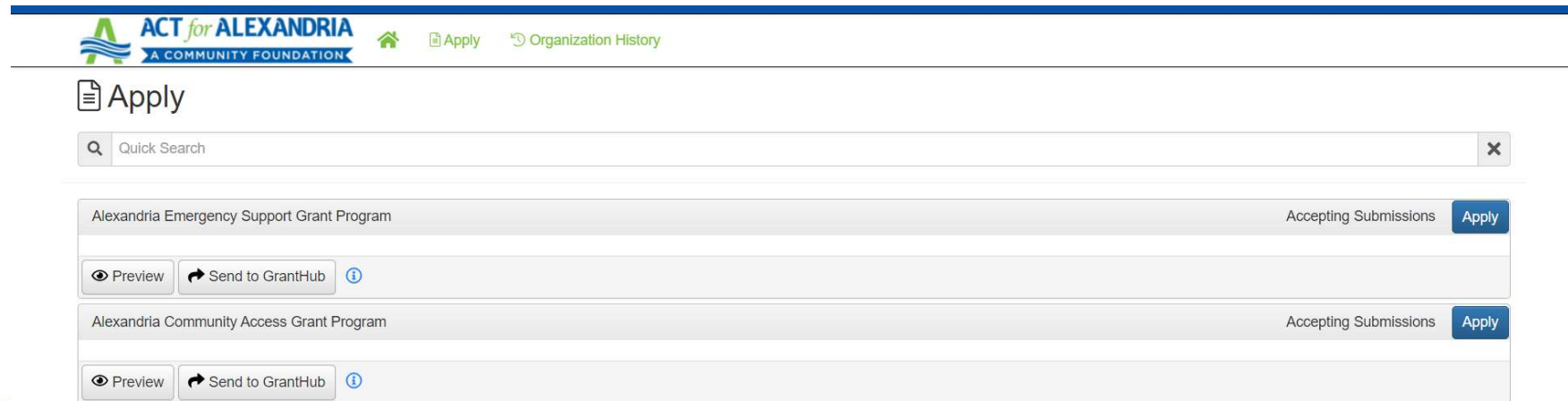
- ☐ I have received the email
- ☐ Continue without checking
- ☐ I have not received the email

Send Email Again

Continue

Dashboard

Log on to see your Dashboard. You will be able to access any open grant applications, view your organization's follow-up forms, and complete any required reporting. To apply for the grant, click the "Apply" button in the top navigation bar and select the applicable grant application process.



The screenshot displays the 'Apply' section of the ACT for Alexandria dashboard. At the top, there is a navigation bar with the ACT for Alexandria logo, a home icon, and links for 'Apply' and 'Organization History'. Below the navigation bar, the 'Apply' section is titled with a document icon. A search bar labeled 'Quick Search' is present. The main content area lists two grant programs:

Grant Program	Status	Action
Alexandria Emergency Support Grant Program	Accepting Submissions	Apply
Preview Send to GrantHub Info		
Alexandria Community Access Grant Program	Accepting Submissions	Apply
Preview Send to GrantHub Info		

Application Questions and Attestation

- Grantees will be required to answer application questions that explain how funding will provide relief to Alexandrians impacted by the COVID-19 pandemic

Example: Briefly describe how the community access funds will be used for service navigation, the number of Alexandrians you anticipate serving, the population you intend on serving, and a proposed timeline for the use of the funds.

- Attestation

Examples: Grantee shall keep adequate records to substantiate its expenditures of grant funds and retain those records for five years.

I acknowledge that I cannot charge more than 10% of the grant award for administrative costs, such as salaries, wages, benefits, and supplies related to the project unless my organization has a federally negotiated indirect cost rate.

Fiscal Reporting and Trainings

- Grantees will be required to report how the funding is being used
- Grantees must attend all City sponsored meetings and training sessions deemed beneficial to the administration and performance and services funded by this Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) funded program. This includes, but is not limited to, the City’s fraud prevention and IT security programs.
- The Fraud prevention and IT security programs must be taken by the Grantee’s project manager and fiscal officer responsible for management of the funds prior to disbursement of funds

Community Access Reporting

Community access grantees will be asked to track data related to navigation using provided templates and tools, and report aggregate data at regular intervals.

Data may include:

- Constituent Demographics
 - Type of applicant (i.e., individual, family, older adult, etc.)
 - Zip code
 - Race/ethnicity
- Navigation contact or impact (# people and # times met with a navigator)
- Method of navigation (phone, in person, text, online)
- Barriers to service entry and/or enrollment
- Types of service(s) needed
- Referral source(s)
- Navigation outcome(s)

Emergency Support Reporting

Emergency support grantees will be asked to track data related to crisis avoidance, provided templates and tools, and report aggregate data at regular intervals.

Data may include:

- Constituent Demographics
 - Type of applicant (i.e., individual, family, older adult, etc.)
 - Zip code
 - Race/ethnicity
- Contact/Impact (# people and # times met with organization)
- Method of service delivery (phone, in person, text, online)
- Barriers to service entry and/or enrollment
- Types of service(s) needed
- Referral source(s)
- \$ amount of financial assistance
- Type of assistance provided

Grant Timeline

- February 15 – Applications Open
- February 15 – Info Session
- March 8 – Grant Applications Due
- March 8 – March 22 – Grant Applications Reviewed
- March 25 – Grant Decisions Announced and Agreements Issued
- April 8 – Grant Agreements Due
- Mid-April – Grant Award Funding Issued

Q&A

- For assistance with ACT's grant management system (Foundant) or general questions, please contact Aaliyah Kerr at aaliyah.kerr@actforalexandria.org
- For more information about the Community Access and Emergency Grants, visit <https://www.actforalexandria.org/initiatives/t/alexandria-community-access-and-emergency-support-grant-program/>

