

# Alexandria Emergency Support Grant Program

August 3, 2023



# Welcome & Zoom Details

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- 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 with this slide deck and a pdf of grant application questions

# Agenda

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- Welcome
- About ACT for Alexandria
- ARPA CAES Funding Overview
- Eligibility
- Application Process & Considerations
- Grantee Requirements
- Grant Timeline
- Q&A

# About ACT for Alexandria

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- ACT for Alexandria is a community foundation that amplifies the work of the community by bringing people and resources together.
- ACT helps donors achieve their philanthropic goals, supports nonprofit organizations in achieving their missions and mobilizes the community around important issues.



# About the Community Access & Emergency Support (CAES) Grant Program

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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.*

# CAES Emergency Support

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- 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 has provided tangible and emergency financial aid that includes but is not limited to gift cards, transportation assistance, childcare, eviction prevention, and financial assistance. To date, the program has supported awards of more than \$1.75 million to support the community, with the most recent awards focusing on housing stability.

# CAES Emergency Support

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Based on trends in community need as well as community partner conversations (including an in-person focus group), the final \$325,000 of the American Rescue Plan Act-funded Emergency Support grant program will support nonprofit organizations in increasing Alexandrian's food security. These grants aim to:

- Increase culturally sensitive food supply to meet neighborhood need, and
- Leverage community & trusted relationships to serve vulnerable & marginalized Alexandrians experiencing food insecurity (e.g., seniors, youth, those impacted by the expiration of pandemic-related emergency benefits)

# Food Security Grant Eligibility

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- 501(c)(3) trusted organization
- Organizations must serve Alexandrians affected by the pandemic and have *existing food programming in the City of Alexandria*
- Service provided in qualified zip codes (22301, 22302, 22304, 22305, 22206, 22311, 22312, 22314)
- Ability to track funding expenditures and service delivery



# Application Process

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

Log on or create a new account:



# ACT *for* ALEXANDRIA

## A COMMUNITY FOUNDATION

### Login 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

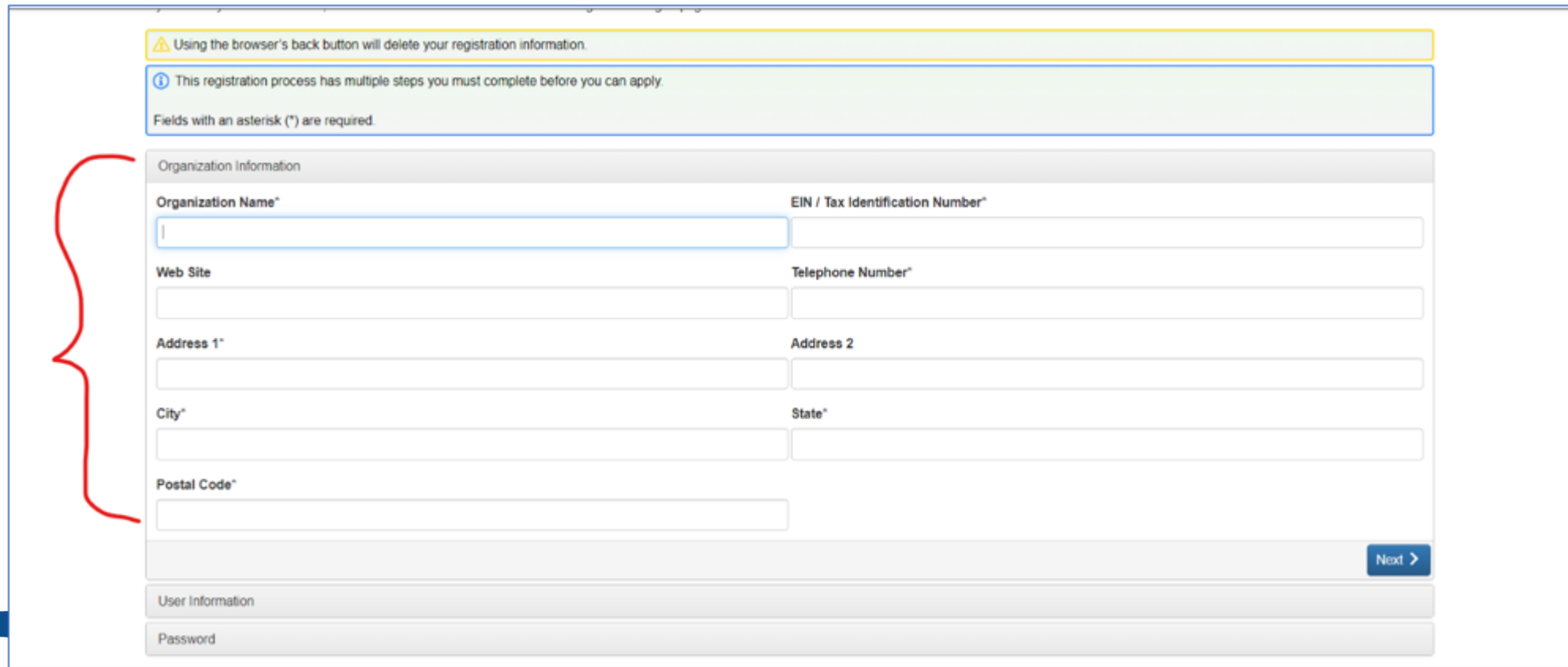
#### 2022 Deadlines & Timeline:

#### 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

# Organization Information

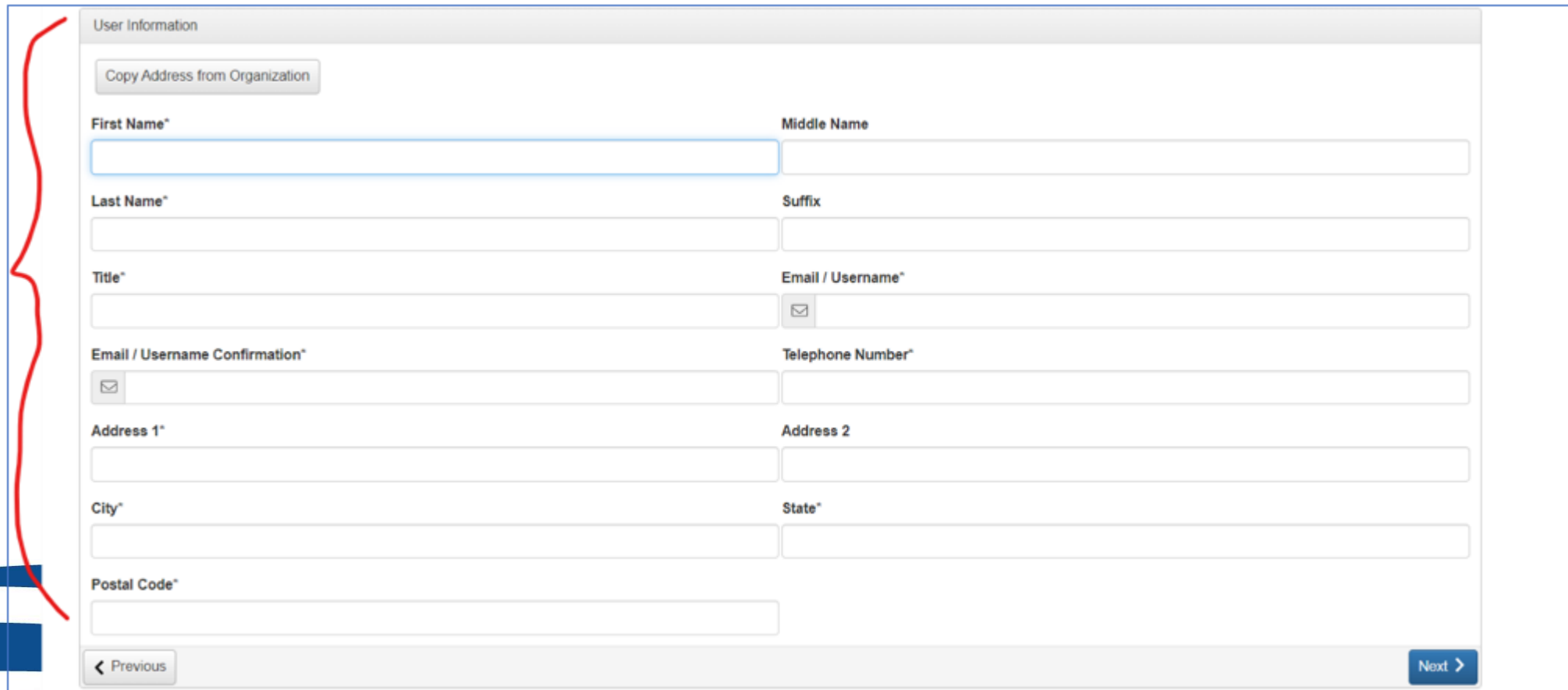
Enter organization information including EIN, telephone number, and address. Click the “Next” button once you are finished with the Organization Information section.



The screenshot displays a web form for organization registration. At the top, a yellow warning box states: "Using the browser's back button will delete your registration information." Below this, a blue information box says: "This registration process has multiple steps you must complete before you can apply." A note indicates: "Fields with an asterisk (\*) are required." The form is divided into sections: "Organization Information", "User Information", and "Password". The "Organization Information" section contains the following fields: "Organization Name\*" (with a red bracket on the left), "EIN / Tax Identification Number\*", "Web Site", "Telephone Number\*", "Address 1\*", "Address 2", "City\*", "State\*", and "Postal Code\*". A "Next >" button is located at the bottom right of the "Organization Information" section.

# 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:

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- First Name\*** (text input)
- Middle Name** (text input)
- Last Name\*** (text input)
- Suffix** (text input)
- Title\*** (text input)
- Email / Username\*** (text input with an envelope icon)
- Email / Username Confirmation\*** (text input with an envelope icon)
- Telephone Number\*** (text input)
- Address 1\*** (text input)
- Address 2** (text input)
- City\*** (text input)
- State\*** (text input)
- Postal Code\*** (text input)

Navigation buttons:  and

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

**i** 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

# Grant Application

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Grantees will be required to answer application questions that explain how funding will provide relief to Alexandrians. The grant application will ask for details on:

- Grant-funded activities & timeline
- Grant project budget
- Outreach strategy
- Service areas and levels
- Organizational capacity

# Grant Selection Criteria

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Applications will be reviewed by a panel and successful applications will:

- Highlight strategies to reach and work with marginalized and vulnerable populations internally or through partnership in grant structure/activities.
- Demonstrate an established food security partner/program in Alexandria.
- Show a realistic approach and service estimates within grant period.
- Highlight grant activities and outreach that centers users, reflects equity, cultural sensitivity, and respect for those accessing services.

# Grantee Requirements

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- Complete all required fiscal reporting and training
- Participate in CAES learning and evaluation efforts, including bi-monthly grantee meetings (September, November, & January, tentatively)
- Submit quarterly reports and other data as required



# Fiscal Reporting and Trainings

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- 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

# Grant Reporting

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Emergency support grantees will be asked to provide quarterly fiscal reports and report aggregate data at regular intervals.

Data may include:\*

- Type and amount of food support
- Number of Households served
- Size of household
- Constituent Demographics

*\*Note: Any grant activities incorporating the distribution of gift cards will require additional data collection.\**

# CAES Learning & Evaluation

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

- 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
- Increased access to and acquisition of public benefits
- Improved understanding of recommendations through systems reform

ACT will host bi-monthly convenings with emergency support grantees

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

# Grant Timeline

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- August 3<sup>rd</sup> – Applications Open
- August 3<sup>rd</sup> – Informational Session
- August 24<sup>th</sup> – Grant Applications Due
- Early September – Grant Decisions and Agreements Issued
- September 15<sup>th</sup> – Grant Award Funding Issued and Activities Begin
- February 29<sup>th</sup> 2024 – Conclusion of grant period



# Q&A

- For assistance with ACT's grant management system (Foundant) or general questions, please contact Shelley Spacek Miller at [shelley.miller@actforalexandria.org](mailto:shelley.miller@actforalexandria.org)
- For more information about the Emergency Grants, visit: <https://www.actforalexandria.org/initiatives/t/alexandria-emergency-support-grant-program/>

