



EMERGENCY FOOD & SHELTER PROGRAM

PHASE 38 FUNDING APPLICATION

Applications are due on Wednesday, January 27, 2021 4:00pm

All applications must be submitted via email to lmartin@unitedwayswla.org
Faxed, mailed, late, or otherwise incomplete applications will not be accepted for consideration.

The intent of this program is for the purchase of food and shelter, to supplement and expand current available resources, and not to substitute or reimburse ongoing programs and services or to start new programs. Consequently, the Local Board will only consider fully operational agencies to receive funds to supplement and expand eligible on-going services and will not fund agencies in anticipation of a needed service (i.e., fire victims, floods, tornadoes, etc.) nor for singular or special celebratory/holiday baskets, etc. The Local Emergency Food and Shelter Program (EFSP) Board will not consider applications for funding due to budget shortfalls or reductions in other funding sources. **Priority for funding will be given to those agencies serving individuals directly.**

United Way of Southwest Louisiana will coordinate with the Local EFSP Board to manage the process for reviewing and scoring applications. This is a competitive process with limited funding available, and submission of an application does not guarantee funding. The Local EFSP Board reserves the right to award partial or full funding requests. Applicants will receive funding notification by February 5, 2021.

Phase 38 Calcasieu Parish - \$96,185

The minimum funding amount is \$1,000. Applicants may apply for funds in the following categories:

- A. Served Meals - This category pertains to basic, nutritional, hot, or cold prepared meals that are served by the Local Recipient Organization (LRO) or delivered to clients. Food costs for meals served in a shelter should be included here. The per meal rate of \$2.00 may be used for agencies serving congregate meals.
- B. Other Food - This category includes food vouchers for food orders, food boxes, or food purchased by food banks/pantries.
- C. Mass Shelter (on-site) - This category pertains to funds to provide shelter within the LRO's own facility. Food served in a shelter is not included here. LROs may use a per diem rate of \$12.50 for housing clients in their facility.
- D. Other Shelter – This category pertains to funds to provide any reasonable hotel/motel or non-profit acting as a vendor; actual charge by vendor, per night; 30-day limit.
- E. Supplies/Equipment – This category pertains to Mass Feeding: pots, pans, toasters, blenders, microwave, utensils, paper products, any item essential to the preparation of food, shelving. Diapers; Mass Shelter: cots, blankets, pillows, toilet paper, soap, toothpaste, toothbrushes, cleaning materials, limited first-aid supplies, underwear/diapers. Emergency repair of essential small equipment (\$300 limit for both mass feeding and mass shelter).
- F. Rehabilitation/Emergency Repairs – This category pertains to building code updates, ADA accessible ramp, etc. (\$2,500 limit). Emergency repairs are only allowed in support of per meal schedule or per diem schedule for mass feeding sites or mass shelters. All expenditures require prior approval by both the National board and Local Board.
- G. Rent/Mortgage - This category pertains to funds to provide clients with rent/mortgage assistance (one month only per client/family).
- H. Utilities - This category pertains funds to provide clients with utility assistance (one month only per client/family/per utility).

Please direct questions to:

Laurie Martin, United Way of Southwest Louisiana



Southwest Louisiana

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ORGANIZATION INFORMATION

Legal Name of Organization: _____

Agency Contact Name: _____ Title: _____

Email: _____ Phone: _____

Mailing Address: _____

Executive Director Name (if different than contact above): _____

Agency EIN*: _____ DUNS ID Number**: _____

Type of Organization: [] Nonprofit [] Government Entity

Is your organization debarred or suspended from receiving federal funds? [] Yes [] No

FUNDING REQUEST

Identify funding category, enter amount requested, program budget, and the number served by program.

Table with 5 columns: Category, EFSP Amount Requested, Other Funds (Non-EFSP), Total Program Budget, and Outputs***. Rows include Served Meals, Other Food, Mass Shelter, Rent/Mortgage, Other Shelter, Utility Assistance, Supplies/Equipment, Rehabilitation/Emergency Repairs, and Total.

*The National EFSP Board requires all Local Recipient Organizations (LROs) to have a Federal Employer Identification Number (EIN). If an LRO does not have an FEIN, the LRO must apply to the IRS for this number. There is no charge for an FEIN, and the required form is the SS-4. All agencies funded through fiscal agents are also required to provide an FEIN to the National Board to receive a grant. Grants will be held until this information has been provided.

**The National Board requires all LROs to have a Data Universal Number System (DUNS) number. If an LRO does not have a DUNS number, the LRO must apply to Dun and Bradstreet for this number. There is no charge for the DUNS number.

***Outputs are the number of products/participants (e.g. # of meals served, # of clients served, # of shelter nights provided, etc.)

Total Agency Operating Budget: _____

Has the organization received EFSP funding in the past? Yes No

If yes and requesting a funding increase, explain the rationale for the increased funds:

PROGRAM INFORMATION

Agency Mission Statement:

Describe the program and services provided:

Describe the priority populations you will serve:

How does your program serve the specialized needs of the priority populations indicated above?

Describe the program's capacity to equitably serve people without discrimination in Calcasieu Parish.

Describe the program's participant eligibility requirements.

Are you currently providing services for which you are requesting EFSP funds? Yes No

Are services offered to members of every community in Calcasieu? Yes No

Are all program services free of charge for recipients? Yes No

Are all program services offered to all clients free from discrimination? Yes No

All nonprofit applicants must submit the following documents as an email attachment, to be sent with completed application:

1. List of current Board of Directors
2. IRS 501 (c) 3 determination letter
3. IRS Form 990
4. Client intake form if applicable