

**EMERGENCY FOOD AND SHELTER PROGRAM
PHASE 37 & PHASE CARES**

MEMORANDUM

TO: Local Recipient Organizations (LRO)
FROM: Nathan Reeves, Five County Community Action Partnership
DATE: 4/30/2020
SUBJECT: EFSP Phase 37 (FY19) & Phase CARES Funding (FY2020 COVID-19 supplemental funds)

On behalf of the Five County Local EFSP Board, we are pleased to announce the opportunity to request funding for EFSP for the entire Five County for Phase 37 (FY19) & Phase CARES (FY 2020 COVID-19 supplemental funds):

- The Five County (Beaver, Garfield, Iron, Kane, Washington counties) area funding amount **has not been released**, yet. Please be aware there may not be available funding available for those 5 counties. The local board plan has not created a local board plan, yet. Allowed funding categories are:
 - **Served meals:** For mass feeding sites with a Per meal allowance of exactly \$2 per meal served refund.
 - **Other foods:** For food banks/pantries and other food providers, can cover diapers and feminine hygiene products, as well.
 - **Mass shelter:** provides a \$12.50 per diem reimbursement to shelters.
 - **Other shelter:** off-site emergency lodging (room and tax only) in a hotel/motel or other off-site shelter facility as long as no appropriate on-site shelter is available, cannot exceed more than 30 days of assistance.
 - **Equipment and consumable supplies:** Purchase of small equipment not exceeding \$300 per item and essential to the operation of food bank or pantry (e.g., shelving and storage containers) or mass feeding site. Purchase of consumable supplies essential to the distribution of food (e.g., bags, boxes). Also includes limited first aid supplies for mass feeding/shelter sites.
 - **Rent/mortgage**
 - **Utility assistance**

***colors in red are the categories that were funded over the past 2 years**

If your organization is interested in applying for funds, **submit an application no later than 5:00 p.m. on May 20, 2020**.

Points for your consideration:

- Client's income is not a criteria for eligibility
- All residents who both apply for these funds and are eligible must be served, not just your clients
- Please note that the *EFSP Phase 35 Manual* is currently available and attached with this application. All LROs (local recipient organization) will be required to read and abide by all rules in this document.
- LROs (local recipient organization) will be required to:
 1. Input all client & service information into CAP60 Database to check issuance to clients
 2. Identify clients' other needs if they exist
 3. Provide information and linkage to other resources
 4. Follow-up with each client, at least once, 30-60 days after check issuance
 5. Identify the crisis and/or emergency that has occurred that qualifies each client to receive these emergency food and shelter funds, and document these findings appropriately

IMPORTANT NOTICE

This application has been made available to LROs prior to Five County Association of Governments, Community Action Partnership receiving an official Five County EFSP Phase 37 (FY19) & Phase CARES (FY 2020 COVID-19 supplemental funds) Award for the Five County area.

Notice. Consideration of all requests for funds will be contingent upon the actual award notification from the EFSP National Board and **there is no guarantee any specific jurisdiction will qualify for funds or a particular level of funds.**

EMERGENCY FOOD AND SHELTER PROGRAM
PHASE 37 & PHASE CARES APPLICATION

LOCAL EMERGENCY MANAGEMENT AGENCY:
FIVE COUNTY ASSOCIATION OF GOVERNMENTS
COMMUNITY ACTION PARTNERSHIP



EMERGENCY FOOD AND SHELTER PROGRAM

Phase 37 & Phase CARES Application

OVERVIEW

The intent of the EFSP is to supplement and expand existing food and shelter services available in the local community. It is a needs-based program and program dollars must not be earmarked for particular clients. Funding is meant to serve and benefit the entire community.

The program is governed by a national board composed of representatives of the American Red Cross; Catholic Charities, USA; The Jewish Federations of North America; The National Council of the Churches of Christ in the U.S.A.; The Salvation Army; and United Way Worldwide. The Board is chaired by a representative of the Federal Emergency Management Agency (FEMA).

Locally, the program is a model of public-private cooperation. The local EFSP board is composed of representatives of the same organizations as those on the national board – with a local government official replacing the FEMA representative. The local board includes a homeless or formerly homeless person as a member. The national board awards funds to jurisdictions based upon a formula and local boards decide which agencies and services are to receive funds.

As in previous years, Five County Association of Governments will act as the Fiscal Conduit for local organizations who secure food-related and shelter-related dollars.

Each Local Recipient Organization (LRO) will be responsible for certifying in writing to the Local Board that it has read, understands, and agrees to abide by the Eligibility Program Costs (EFSP Phase 35 Manual, page 61-69) and reporting standards and any other requirements made by the Local Board.

Please review all the information to determine if your agency is interested in applying for EFSP funds. Applicants are encouraged to read the complete program guidelines found at:

https://www.efsp.unitedway.org/efsp/website/websiteContents/PDFs/EFSPManual/Phase_35_Manual.pdf

WHO MAY APPLY:

A local organization must meet the following criteria to be eligible for EFSP funding:

- Be a nonprofit or an agency of government;
- Have an accounting system or fiscal agent;
- Have a Federal Employer Identification Number (FEIN), or be in the process of securing FEIN
- Conduct an independent annual review of funds;
- Currently providing services and using other agency resources in the service area in which seeking funding;
- Practice nondiscrimination (those agencies with a religious affiliation wishing to participate in the program must not refuse services to an applicant based on religion or required attendance at religious services as a condition of assistance, nor will such groups engage in any religious proselytizing in any program receiving EFSP funds);
- For private voluntary organizations, have a voluntary board; and,
- To the extent practicable, involve homeless individuals and families, through employment, volunteer programs, etc., in providing emergency food and shelter services.

EFSP funds must be used to supplement food and shelter services and may not be used as seed money for new programs. The key responsibility of participating organizations is to provide assistance within the intent of the program. Agencies may receive funds to provide food, shelter and supportive services, including, but not limited to:

- Food services, such as congregate meals or groceries;
- Lodging in a mass shelter, or in a hotel/motel or other off-site shelter facility limited to 30-days assistance per individual or household;
- One month rent or mortgage assistance to prevent eviction or foreclosure;
- Utility assistance for one month of service for gas, electric and water service;

- Supplies, including but not limited to cleaning supplies, and small equipment essential to feed or shelter people, not exceeding \$300 per item; and

Each Local Recipient Organization (LRO) will be responsible for certifying in writing to the Local Board that it has read, understands, and agrees to abide by the cost eligibility and reporting standards and any other requirements made by the Local Board. (EFSP Program Guidelines, page 69.)

HOW TO APPLY / APPLICATION DEADLINE

Applications are to be submitted by May 20, 2020 @ 5:00pm. Absolutely no late applications will be accepted.

Please submit applications to nreeves@fivecounty.utah.gov

Please send all questions to Nathan Reeves at nreeves@fivecounty.utah.gov