EMERGENCY FOOD AND SHELTER GRANT PROGRAM (EFSP)

FUNDING APPLICATION:

**Phase 41**

## PROPOSALS DUE:

March 15, 2024, at 11:59 PM EST by email to Synethia Hill, Deputy Director, Montgomery County Office of Housing and Community Development, at [Synethia.Hill@montgomerycountypa.gov](mailto:Synethia.Hill@montgomerycountypa.gov).

## Collaborative Applicant:

Montgomery County Office of Housing and Community Development

## Application Review and Approval:

Your Way Home Montgomery County CoC/EFSP Governing Board

## Spending Period:

October 1, 2022 – December 31, 2024

The Montgomery County Department of Health & Human Services has been awarded $306,986 in federal funds made available by the U.S. Department of Homeland Security/Federal Emergency Management Agency under the Emergency Food and Shelter Program (EFSP) Phase 41 Grant Program. The service period for eligible expenses is from October 1, 2022 – December 31, 2024. More information about the grant program is available online at <https://www.efsp.unitedway.org/efsp/website/index.cfm>.

The Your Way Home Montgomery County CoC/EFSP Board reviews all proposals and determines how the funds will be distributed through a competitive application process. Proposals are due on or before March 15, 2024, at 11:59 EST by email to Synethia Hill, Deputy Director, Montgomery County Office of Housing and Community Development, at [Synethia.Hill@montgomerycountypa.gov](mailto:Synethia.Hill@montgomerycountypa.gov). Proposals received after this deadline will not be reviewed. The application is available at <https://yourwayhome.org/continuum-of-care>.

The Board has set the following priorities for awarding and distributing Phase 41 funds:

* Organizations requesting funds for mass shelter and hotel/motel expenses due to the increase in unsheltered homelessness in the past three years.
* Organizations that advance equitable access to shelter, food, and/or utility services for historically marginalized and underrepresented populations, including people who identify as Black, Indigenous, and People of Color, people with disabilities, recent immigrants, and recently incarcerated returning citizens.
* Organizations that demonstrate the engagement of people with lived experience in the planning and provision of EFSP-funded services.

EFSP funds may be used for the following:

|  |  |
| --- | --- |
| **Services** | **Eligible Expenses** |
| Shelter | * Mass Shelters (daily cost of $12.50 only) * Hotel/Motel (up to 90 days per phase) * Rent/Mortgage (up to 90 days per phase) |
| Food | * Congregate Meals (maximum expense $3.00 per meal) * Food Purchases * Home Delivery Meals |
| Utilities | * Gas (up to 90 days per phase) * Water (up to 90 days per phase) * Electric (up to 90 days per phase) |
| Supplies and Equipment Purchases | * Cleaning Supplies for Shelters & Feeding Sites * Small Equipment Purchases (up to $300.00 per item) * Personal Protective Equipment |

To be eligible to apply for EFSP funding, an organization must:

* Apply for funding only to expand existing shelter or food programs/services, not to establish new programs or services.
* Hold 501(c)(3) tax-exempt status or be a unit of local government.
* Be eligible to receive federal funds.
* Have a Federal Employer Identification Number (FEIN) <http://www.irs.gov>.
* Have a SAMS Unique Entity ID (UEI) <https://sam.gov/content/duns-uei>.
* Maintain a checking account in the organization’s name for EFSP deposits.
* Have and enforce a non-discrimination policy.
* Demonstrate the capacity to deliver emergency shelter, food, or utility services.
* Submit required grant reports accurately and on time.

Please note:

* Any organization awarded funds for Shelter Services must accept referrals from the Your Way Home Montgomery County Coordinated Entry System and comply with all related Coordinated Entry policies and procedures.
* Any organization awarded funds that participated in the EFSP grant program in previous phases and has outstanding compliance exceptions must resolve them prior to the release of funds.
* Organizations with a religious affiliation cannot refuse services to an applicant (consumer) based on their religion, nor require attendance at religious services as a condition of assistance or engage in any religious proselytizing in any program receiving EFSP funds.

Additional grant program requirements and information may be found on the EFSP website at <https://www.efsp.unitedway.org>.

**Submission Instructions:**

1. Please answer the following questions in the space provided. Proposals will be considered only if all questions are answered. All required attachments are provided on or before the application's due date and time.
2. Proposals are due by **March 15, 2024, at 11:59 PM EST** by email to Synethia Hill, Deputy Director, Montgomery County Office of Housing and Community Development, at [Synethia.Hill@montgomerycountypa.gov](mailto:Synethia.Hill@montgomerycountypa.gov). Proposals received after this deadline will not be reviewed.

# I. Organization Information

|  |  |  |
| --- | --- | --- |
| Name of Organization |  | |
| Mailing Address |  | |
| Website Address |  | |
| Federal Employer ID Number (FEIN) |  | |
| SAMS Unique Identity ID Number (UEI) |  | |
| Organizational Structure | Nonprofit      Faith-based      Government | |
| Executive Director/CEO |  | |
| Email Address for Director/CEO |  | |
| Name of Contact for Application |  | |
| Email Address for Contact |  | |
| Phone # |  | Fax #: |
| Address(es) for Place of Performance (where EFSP funded services are provided) |  | |
| Current Fiscal Year Organization Budget | $ | |
| Number of Professional (Paid) Staff |  | |

**II. EFSP Phase 41 Funding Requested**

|  |  |  |
| --- | --- | --- |
| **Service** | **Units (Beds, Meals, Payments, etc.)** | **Cost Per Unit ($)** |
| Shelter (Mass) |  |  |
| Shelter (Hotel/Motel) |  |  |
| Shelter (Rent/Mortgage) |  |  |
| Food (Congregate Meals) |  |  |
| Food (Purchases) |  |  |
| Food (Home Delivery) |  |  |
| Utility Assistance |  |  |
| Supplies and Equipment |  |  |
| **TOTAL ($)** | |  |

# III. Narrative Questions

1. Describe your proposed use of EFSP funds. (2,000-character limit)
2. List the target population(s) for the use of EFSP funds. (1,000-character limit)
3. Describe how your organization has/will incorporate people with lived experience into the planning and delivery of EFSP-funded services. (1,500-character limit)
4. Describe how EFSP-funded services has/will address an unmet service need or gap in Montgomery County. (1,000-character limit)
5. Describe how your organization has/will collaborate with other organizations to improve the housing stability or food security of households served through your EFSP-funded services. (1,500-character limit)
6. List other government, philanthropic, and/or corporate grants your organization has already received to help fund the services you are requesting EFSP funding for during the spending period by source and amount. (2,000-character limit)
7. Optional: If additional EFSP funding becomes available in this grant phase, would you be able to use more funding for one or more services you applying for? If yes, please list the service(s) and additional funding you would apply for. (1,000-character limit)

# IV. Required Attachments

# Exempt Organization IRS Application or Letter.

# Board of Directors Roster (Name and Affiliation).

# Most Recent Fiscal Year Organizational Budget.

# Most Recent Audited Financial Statement (organizations requesting less than $99,999 in EFSP funding may provide an annual accountant’s review in place of audited financials).

# Itemized Program Budget(s) for which EFSP funds are requested (in spending period).

**V. Authorization and Signature**

To the best of my knowledge, the information in this application is true and correct. I understand that incomplete applications and applications submitted after the deadline will not be accepted.

|  |  |
| --- | --- |
| Name of Authorized Person: |  |
| Title of Authorized Person: |  |
| Signature of Authorized Person: |  |
| Date of Signature: |  |
| Is this organization currently debarred or suspended from receiving Federal Funds? | YES\*       NO |
| \*If YES, please explain. | |