

**CAPITAL AREA UNITED WAY**

# **2024 BASIC NEEDS GRANTS**

## **Request for Proposals**





## Capital Area United Way

### OVERVIEW

Capital Area United Way (CAUW) envisions a community where everyone is empowered to reach their full potential. Our mission is to solve our community’s toughest challenges by leveraging partnerships to advance the common good in education, income stability, and healthy living. In pursuit of this mission, we seek to partner with the most efficient and effective service providers in the Capital Region.



### PURPOSE

Capital Area United Way’s Basic Needs Grants are available for organizations serving our community’s most vulnerable clients, those experiencing homelessness and those living below the Asset Limited Income Constrained Employed (ALICE) threshold, and in poverty. Applicants will propose solutions addressing food insecurity, emergency shelter, short-term housing, specialized short-term assistance, family supports, and other high priority basic needs. The amount available for Basic Needs grants will change each year and is dependent on our annual campaign and unrestricted dollars available.

## How Much Is Available For The 2024 - 2025 Basic Needs Grant?

- Organizations may submit ONE application. Multiple Basic Needs service types may be included in the application.
- Grant awards will typically range between \$10,000 and \$30,000. Applicants may apply for up to \$50,000.
- Applicants will only be funded for one Basic Needs grant per Fiscal Year. Funding will be awarded for a 1-year term beginning July 1, 2024-June 30, 2025.

## Who Can Apply For Funds?

- Any 501(c) 3 nonprofit organization serving at least one of the parishes within CAUW's 10 parish region: Ascension, East Baton Rouge, West Baton Rouge, Iberville, Pointe Coupee, Livingston, East Feliciana, West Feliciana, St. Helena, and St. James.
- For-profit organizations are ineligible to apply.
- Eligible applicants must have tax exempt status for at least 1 year prior to grant submission.
- Eligible applicants must be in good standing with the State of Louisiana at the time of grant submission and at the time payment is made.
- Current and past CAUW Grantees must be up to date with ALL reporting requirements from previous and current grant cycles.
- Applicants may include New Program/Not Yet Operational Programs, Currently Operating Programs, Pilots, Existing Collaboratives or New Collaboratives.

## Allowable/Non-Allowable Expenses

Grant requests should address a specific Basic Needs problem within our 10-parish region such as:

- Emergency Shelter
- Short-Term Housing
- Food Insecurity
- Case management through crisis situations
- Emergency financial supports (e.g., utility assistance, rent/mortgage, etc.)
- Legal assistance
- Collaboratives providing direct services, including any of the above
- Other direct services
- One time capital expenses necessary for basic needs service delivery.
- Priority will be given to grant requests in geographic areas with a high percentage of the population living below the ALICE Threshold. Visit [www.cauw.org/alice](http://www.cauw.org/alice) for more information.
- Non-Allowable Expenses:
  - Subcontract agreements. This includes fiscal agents. We will only fund organizations providing the services directly to individual clients. All members of collaborative applications must provide direct services.
  - Lobbying efforts designed to influence legislation are prohibited.

# APPLICATION DETAILS

## Timeline and Important Dates

Applications will open Wednesday, March 13, 2024 at 8:30 AM and close on Thursday, April 11, 2024 at 5 p.m. Grant notifications will occur in June 2024 via the primary contact email provided in your application.

**\*\*Please note all funding decisions are driven by community Grant Review Volunteers through a formal evaluation process in collaboration with the CAUW Impact Cabinet, Board of Directors, and staff.\*\***

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## Application Questions

### 1. Organization Mission Statement (1000-character limit)

### 2. Brief Organizational History (2000-character limit)

Provide a brief history of the organization, its structure, and major accomplishments.

### 3. Select the type of CAUW funds your organization has received in past 5 years (select all the apply): (Designations, Disaster, Program, Project, Other, None)

### 4. Name of the Grant Request

### 5. Funding Amount Requested from CAUW

### 6. Primary Contact Person for this Grant Request

### 7. Primary Contact Email

### 8. Grant Request Overview (2500-character limit)

Provide a summary of your grant request. Highlight how your request serves Louisiana Capital Area clients at or below the ALICE Threshold. Describe how your organization's basic needs services are responsive to community needs. Describe any specific geographic limitations of the services requested (e.g., parish, city/town, zip code, neighborhood). How will clients find out your services exist? Describe any continuums of care provided for clients before, during, or after their time with your organization.

### 9. Grant Goals (2000-character limit)

What are the top three goals of this grant request? Describe the impact the request will have on the community if those goals are achieved.

### 10. Organizational Capacity (1500-character limit)

Describe your organization's capacity to implement the proposed activities, including leadership experience, facilities, and/or other relevant resources.

### 11. Metrics

Provide an estimate of each \*required\* metric and 3-5 write-in metrics for the July 1, 2024-June 30, 2025 funding period.

a. # of unduplicated clients served\* required\*

b. # of volunteers engaged \*required\*

## Application Questions cont.



- c. # of nutritious meals provided
- d. # of individuals provided with fresh fruits and vegetables
- e. # of referrals provided for outside resources
- f. # of households receiving additional services beyond housing intervention
- g. \$ amount of utility assistance provided
- h. # of individuals provided with utility assistance
- i. \$ of mortgage assistance provided
- j. # of individuals provided with mortgage assistance
- k. \$ of rent assistance provided
- l. # of individuals provided with rent assistance
- m. \$ of other assistance provided (define)
- n. # of shelter nights provided
- o. # of individuals provided safe, stable short-term/transitional housing
- p. # of individuals provided emergency shelter
- q. # of individuals provided case management
- r. # of individuals/families who avoided eviction/foreclosure
- s. # of individuals provided with case management
- t. # of individuals provided with care coordination
- u. # of individuals provided legal services
- v. # of personal safety plans created and implemented
- w. # of crisis calls received
- x. # of individuals assisted in applying for and/or maintaining benefits
- y. # of individuals who leave program-supported housing with a permanent, stable destination

### **12. Collaboration (1500-character limit)**

Who does your organization collaborate with to accomplish service delivery? What partnerships and coalitions fuel your work?

# Application Questions Continued

### 13. Diversity, Equity, and Inclusion (1500-character limit)

Describe how this request addresses diversity, equity, and inclusion and reduces disparities for Louisiana Capital Area residents who identify as Black, Indigenous, and People of Color (BIPOC). If your request/ organization does not address these issues, please note that.

### 14. Funding Sources (1500-character limit)

Explain your plan for sustaining the impact of your services beyond the CAUW funding period. Please include current or secured funding from sources other than CAUW. Describe how your agency leverages resources to improve the quality/quantity of services.

### 15. Grant Request Budget

Provide a line-item breakdown with categories of expenditures that will be funded by funds requested from CAUW. Please include how much funding will be required for each category and any necessary context to each line item.

### 16. Demographics

Complete the Client Demographic Form for your request based on a projected grant year (July 1, 2024- June 30, 2025).

### 17. Additional Supports (1000-character limit)

Besides the monetary request, in what other ways can CAUW aid with successful implementation of the project? (Examples: volunteers, corporate support, technical assistance, marketing support, etc.)





## Required Attachments

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1. Documentation of status of good standing with Louisiana Secretary of State.
2. Organization's most recent 990
3. Documentation of 501c3 Status
4. Organization's most recent audited financial statements OR board-approved financial statements

## Reporting Requirements

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- Grant funds must be spent by June 30, 2025.
- CAUW requires accountability and transparency in our funding process.
- All grantees are required to submit a mid-term grant report by January 15, 2025 by email.
- All grantees are required to submit a final report within one month of funds expended but no later than July 15th, 2025. This report will be available for submission through e-CImpact.
- Failure to comply with reporting deadlines will prohibit organizations from being eligible for future funding opportunities.

## Final Report Questions (subject to change) :

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1. Please provide a detailed summary of how your organizations spent CAUW's 2024-2025 Basic Needs Grants Dollars. Please include whether goals and projected outcomes were met, successes, challenges, and which services were delivered to what population. If funds were spent on different line items than requested in the original application, please explain.
2. Complete the Final Budget Form with actual expenses.
3. Complete the Required and Optional Metrics
4. Complete the Final Demographics form
5. Share a success story highlighting work performed because of CAUW's Basic Needs dollars.

## How Do I Apply?

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- Apply online through e-CImpact at <https://agency.e-cimpact.com/login.aspx?org=20020U>. You can also access the link through [www.cauw.org](http://www.cauw.org) at the bottom of the page under E-CIMPACT LOGIN for Partners.
- If you do not have an agency profile set up, please create an e-CImpact account under "New to e-CImpact?"
- If you currently have an e-CImpact account, log in and select the 2024-2025 Basic Needs Grant on the left-hand navigation tree.

## Technical Assistance

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A virtual technical assistance session will be held on Tuesday, March 19th from 2 p.m. – 3 p.m. To register, email [programinvestment@cauw.org](mailto:programinvestment@cauw.org).

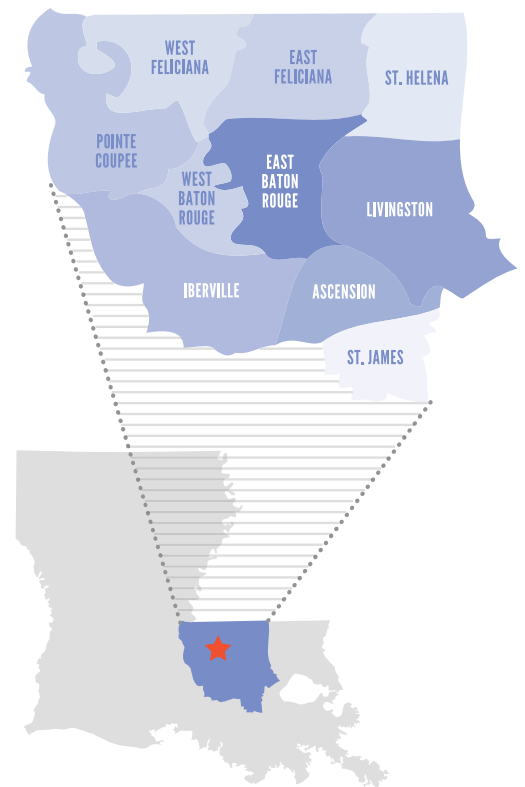
# THANK YOU

For questions regarding eligibility and criteria:

**Melanie Henderson**

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**Director of Community Impact**



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