

NOTICE OF FUNDING AVAILABILITY
SAN LUIS VALLEY COMMUNITY ACTION AGENCY
2021-2023 Community Services Block Grant Program

The San Luis Valley Community Action Agency is currently accepting Request for Proposals from 501(c) 3 non-profit organizations and governmental agencies for projects within the six counties of the San Luis Valley that will provide support for service programs that have a measurable and potentially significant impact on the causes and effects of poverty.

The CSBG program is funded through the Colorado Department of Local Affairs from a grant with U.S. Department of Health and Human Services and funds are limited to assisting individuals/families whose income does not exceed 125% of poverty level. Deadline for submission is Thursday, December 10, 2020, at 5:00 p.m.

The Colorado Department of Local Affairs is moving from a fiscal year to a calendar year effective January 1, 2021. The grant for 2021 will be for a 36-month period. The grant period is January, 2021– December 31, 2023.

*The San Luis Valley Community Action Agency (SLVCAA) has elected to fund a limited number of projects for the 2021-2023 grant periods – between four and six projects. **Projects moving individuals and families from poverty to self-sufficiency will be given strongest consideration.***

GEOGRAPHIC LIMITATIONS: CSBG funds are for use in the six counties of the San Luis Valley.

REQUEST FOR PROPOSAL DEADLINE: Request for Proposals must be sent to the attention of Tonya Owsley at San Luis Valley Community Action Agency, P.O. Box 300, Alamosa, Colorado 81101, or towsley@slvdr.org by **5:00 p.m. on December 10, 2020.**

REPORTING REQUIREMENTS: Agencies receiving CSBG funding will insure that their client files have following items, which will be kept on site. SLVCAA will monitor agencies two times per year when these files must be made available.

- Client intake to capture demographic information (you can use your form IF it captures the same information)
- Verification of income (except in the case of food banks, homeless and domestic violence shelters)
- Residency Declaration
- Verification of disbursement i.e. copy of the check, and need i.e. letter from landlord, receipts, time sheets, etc.

Organizations receiving CSBG funds must file a semiannual and an annual report. Requests for reimbursement must be completed monthly.

Requirement: CSBG sub grantees will be required to show some method to determine if the clients they serve are satisfied with the service. The easiest way to determine client satisfaction is usually through a survey.

The San Luis Valley Development Resources website (www.slvdr.org) will have a RFP that can be filled out and returned.

SAN LUIS VALLEY
Request for Proposal

The goal of the Community Services Block Grant is to provide financial support for programs that have a measurable and potentially significant impact on the causes and effects of poverty. CSBG funds are limited to assisting individuals/families whose income does not exceed 125% of poverty level. The deadline for submission is **5:00 p.m. on December 10, 2020.**

1. Organization Name:
 - a. Address:
 - b. Contact Person for this Letter of Interest:
 - c. Phone: _____ Email: _____
2. The applicant is: _____ 501(c)3 _____ Governmental Agency _____ Quasi-Governmental Agency
3. Amount of funds requested \$ _____
4. Give a brief description of your organization:
5. Which San Luis Valley counties do you serve? Organizations serving two or more counties will be given a higher priority for funding.
6. What is your organization's capacity to manage and perform the project? (Staffing, experience, years in business, etc.)
7. Give a brief description of the Project(s) for which you are seeking funds and how you plan to spend these funds. Please include an estimate of the percentage of funds you plan to spend in each county. Funding can be used to support staff who work directly with clients.
8. Describe how your organization is reaching the goal of moving individuals and families from poverty to self-sufficiency with the use of these funds:
9. Please choose a **National Goal** followed by a **National Indicator** for each of your proposed projects – i.e. if your organization does Emergency Services, and Education, then two National goals and indicators must be noted. These are attached:
 - a. National Goal: _____.
 - b. National Indicator: _____.
10. How many residents of the six counties of the San Luis Valley do you serve? (total number of all clients)
11. Can you give an estimate of the number that you serve in each county?
12. What other organizations, in the San Luis Valley, do you partner with to provide services to low income persons?
13. How will you show/determine client satisfaction with your services?

Signature

Date

Please feel free to call at any time if you have questions.

Tonya Owsley
SLV Community Action Agency
719-589-6099
towsley@slvdr.org

Email responses are preferable.

If you are a non-profit, please provide the following:

1. Colorado Secretary of State Certificate of Good Standing
2. 2019 Audit and 990

We look forward to working with you.

Thank you.