

CFCI CARE GRANT (CARE FIRST COMMUNITY INVESTMENT) FUNDING OPPORTUNITY

PROGRAM AREA 12 HEALING-INFORMED ARTS PROJECT

RELEASED JULY 17, 2023

JULY 26: APPLICATION WALK-THROUGH WEBINAR #1 12:00PM
AUGUST 2: APPLICATION WALK-THROUGH WEBINAR #2 5:00PM
AUGUST 2: BUDGET FORM WEBINAR 12:00PM

DUE DATE: SEPT. 1, 2023 5:00PM PACIFIC TIME





CFCI Care Grant (Care First Community Investment) Funding Opportunity - Year 2

Background

On November 3, 2020, the voters of Los Angeles County approved Measure J, which directed the County to set aside at least 10% of the County's locally generated unrestricted revenues to address systemic racism through direct community investment and alternatives to incarceration. While Measure J was nullified by a court action, the Board of Supervisors (Board) established an Advisory Committee and charged the committee with developing spending recommendations that aligned with the intent and purpose of Measure J, now renamed Care First Community Investment (CFCI). Under direct Board authority, the Board of Supervisors adopted the core Measure J policies through the creation of Care First and Community Investment programs and budget set-aside.

CFCI adheres to the spirit of Measure J and the above-mentioned budget policy by allocating at least 10% of locally generated unrestricted revenue to be invested directly into communities and alternatives to incarceration to address the impact of racial injustice — in particular within the criminal legal systems. In addition, CFCI prohibits using these funds for carceral systems and law enforcement agencies. The CFCI Programs budget policy identifies how the County will determine the amount of locally generated unrestricted revenues in the general fund (net County cost) to be set aside for CFCI programs. L.A. County's new Justice, Care & Opportunities Department (JCOD), which was created by the Board of Supervisors in November 2022, is now responsible for the stewardship of CFCI. JCOD continues to follow the guidance of the Board of Supervisors, CFCI Advisory Committee, and CEO in ensuring that the CFCI funding goes to those who need it most.

On September 6, 2022, the LA County Board of Supervisors approved Year 2 allocations to further advance Los Angeles County's Care First, Jails Last vision using direct community investments and funding for alternatives to incarceration. The Year 2 allocations build upon the Year 1 CFCI investment (including American Rescue Plan Act funding). Funding is distributed in two ways: 1) via County Departments; and 2) via a Third-Party Administrator. In Year 2, the Third-Party Administrator is responsible for distributing approximately \$104MM through 3-year Service Provider funding awards.

A summary of the full Year 2 CFCI spending plan can be found at https://file.lacounty.gov/SDSInter/ceo/ati/1129064_Year2CFCISpendingPlan_BLAAttachment3_.pdf?utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term=

About the Third-Party Administrator & Year 2 Funding Opportunities

Through a competitive bid process, Amity Foundation (Amity) was selected in March 2022 to act as Third-Party Administrator (TPA) to manage and distribute a portion of funds included in the CFCI spending plans for Year 1 and Year 2. In Year 2, thirteen Program Areas have been defined to prioritize youth development and education, assistance with housing, workforce development and job placement, violence and exploitation prevention, and reentry services. Additionally, priority is given to organizations that have historically experienced barriers to accessing County funding. All CFCI funds shall be used to transform Los Angeles County with programs that serve chronically under-resourced communities and address negative outcomes caused by racially driven criminal legal system inequities and long-term economic disinvestment.



CFCI Year 2 Funding Program Areas and Amounts Available

Year 2 Spending Plan CFCI-Funded Programs (3-Year Grants) <u>Three-Year Term begins upon execution of the Contract between the Contractor and Service Provider.</u>	Minimum and Maximum Award Amounts Available	Total 3-year Funding Amount Available
Program Area 9: Community Operated Youth Centers - This proposal supports the reclamation of existing, vacant spaces in LA County by community-based organizations (CBOs) who, along with local youth and residents, will shape the process of transforming these spaces into youth and community resource hubs. These youth centers will provide system-impacted and marginalized Black and Brown communities with much-needed programming and services. The hubs will act as safe and supportive spaces encouraging youth development, educational access, and job readiness while decreasing justice system involvement and community violence.	<ul style="list-style-type: none"> Minimum amount of each award: \$50,000 per year for three years (\$150,000) Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$34,935,000
Program Area 10: Expanding Safety in Los Angeles County - Provide communities in Los Angeles County with the resources to combat and prevent violence within predominantly Black and Brown communities. By expanding the capacity of violence intervention agencies, they can have an increased impact in engaging in crisis response and creating community safety for underserved and marginalized individuals.	<ul style="list-style-type: none"> Minimum amount of each award: \$50,000 per year for three years (\$150,000) Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$32,640,000
Program Area 11: Job Readiness, Training, and Placement for Adults - This program will enable people of all walks of life to be as healthy and active as possible by assisting them to maintain the highest quality of purpose, improving the quality of their lives. Certified job training and reentry services will be offered for both men and women and will teach people how to rise above their circumstances of poverty, hurt, sickness, and depression gives them hope in overcoming life's daily trials and tribulations. This program will also look to partner with employers that can assist the reentry population and build key skills to find gainful and consistent employment. The goal of this proposal is to implement increased programming, and to create and implement effective employer-driven training programs that will connect the existing and emerging skills needs of employers with underserved workers and help systems-impacted individuals find and keep quality jobs in underserved areas of LA County.	<ul style="list-style-type: none"> Minimum amount of each award: \$50,000 per year for three years (\$150,000) Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$10,200,000

† Note: Organizations may submit applications for funding higher than the maximum totals. Any requests that are higher than the annual/total amounts will be evaluated based upon funding availability. Applications above the maximum thresholds may be reduced, not awarded, or multiple awards may be made from a single application. Amity reserves the right to adjust or reduce the amount of funds awarded to individual organizations as needed.



Year 2 Spending Plan CFCI-Funded Programs (3-Year Grants) Three-Year Term begins upon execution of the Contract between the Contractor and Service Provider.	Minimum and Maximum Award Amounts Available	Total 3-year Funding Amount Available
<u>Program Area 12: Healing-Informed Arts Project</u> - This project will give young people access to healing-informed, culturally relevant arts programming. Youth will be able to use the arts as a method of self-expression and create meaningful connections with caring adults. The arts will also serve as a reentry strategy, helping youth returning to community. The arts will serve as a pathway to healing trauma, learning art skills, and mentorships opportunities. The arts will help youth retell their stories, foster empathy, and create opportunities for system-impacted youth.	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$4,485,000
<u>Program Area 13: Satellite Sites in Gang Impacted Communities to Work with Active Gang Members</u> - Although gangs and their members are known to be the ones who bring destruction to their respected communities, many times, it is forgotten that they are community members themselves, who at one point were the children growing up in those communities. These members impact communities in many ways, unfortunately in a negative more than a positive. This program will specifically target active gang members regardless of age, gender, ethnic background or beliefs, in hopes of building positive relationships that can affect their lives and the safety of the community in many ways. The program will also focus on the faith aspect of transformation in the lives of gang members. If the lives of gang members are transformed, that will change a home, a home that is changed can change a neighborhood, and a neighborhood that is changed can transform a community.	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$4,485,000
<u>Program Area 14: Increasing Food Access in Los Angeles: Urban Agriculture & Training Program</u> – This project will promote a community-centered and intergenerational approach to urban agriculture to address food insecurity with strong emphasis around workforce development, mentorship, and social entrepreneurship for youth and adults.	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$4,080,000

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Year Two Spending Plan CFCI-Funded Programs (3-Year Grants) <u>Three-Year Term begins upon execution of the Contract between the Contractor and Service Provider.</u>	Minimum and Maximum Award Amounts Available	Total 3-year Funding Amount Available
<u>Program Area 15: Bridge Housing</u> - The project will provide bridge housing, supportive services, and strategies for addressing criminal justice involvement by adding expungement specialists to treatment teams to work with individuals to complete the court-ordered process to “seal” or remove old charges from their legal records which will give them better job and housing opportunities. The project will provide a homelike setting with programs and services implemented by staff with similar backgrounds and lived experiences, creating a more welcoming environment and staff that can relate to participants' needs and challenges to better support their individual job and housing goals.	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$3,825,000
<u>Program Area 16: Release, Education, Neighborhood Treatment, Reintegration, and Youth Empowerment</u> - This project will equitably reduce mass incarceration for men, women, and youth 18+ in the judicial system in Los Angeles County. This program will prioritize the development and implementation of creative solutions such as job placement, anger management, breaking barriers, alternative parenting, housing and mental health. Helping men, women, and youth 18+return to productive lives after incarceration will make Los Angeles County a safer and better community.	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$2,358,750
<u>Program Area 17: Residential Treatment for Survivors of Sexual Exploitation</u> - Sexual exploitation is inherently a system of gender-based inequality and violence, existing at the intersection of sexism, racism, and classism. The sex trade preys upon marginalized populations like homeless youth, foster youth, and sexual minorities as well as vulnerable women - those with histories of sexual abuse, domestic violence, homelessness, mental health conditions, substance use disorders, disabilities, and immigration status. Women of color are disproportionately represented among those who face criminal charges for prostitution. This project will help to move affected individuals away from incarceration toward treatment interventions, ultimately gaining the agency, resources, and support needed to leave “the life” behind.	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$1,530,000

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Year Two Spending Plan CFCI-Funded Programs (3-Year Grants) <u>Three-Year Term begins upon execution of the Contract between the Contractor and Service Provider.</u>	Minimum and Maximum Award Amounts Available	Total 3-year Funding Amount Available
<p>Program Area 18: Indigenous Youth Empowerment Program - This program will work with community-based organizations, schools, and government entities as a preventative measure for youth who were part of the justice system. This program will be guided by an Indigenous approach to ensure holistic wellness by providing services like tutoring, outdoor activities, cultural programming and education, as well as weekly family-style dinners. The program welcomes all youth, regardless of their ethnicity, to reconnect and reclaim their Indigenous roots. By addressing the youth's needs and providing them the necessary tools, resources, and skills to become leaders in their communities, we can further prevent them from falling into the criminal legal system as they develop into adulthood. The community-led diversion program has three goals: raise academic achievement, promote healthy choices and personal empowerment, as well as promote cultural and community involvement.</p>	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	<p>\$1,275,000</p>
<p>Program Area 19: Youth Justice Program - This program will provide early intervention and preventative services to youth who are in or at risk of involvement in Los Angeles County's juvenile justice system, most of whom also have open cases in Los Angeles County's child welfare system. This program will reduce justice system involvement for these young people in Los Angeles County by providing them with critical systems navigation services and linking them to youth development services as early as possible (i.e. pre-trial) that are non-punitive and promote healing. The program will accomplish its mission by organizing and mobilizing community volunteers who all must ascribe to and will all be trained according to core values, including social justice, anti-racism and respect for the community.</p>	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	<p>\$1,275,000</p>

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Year Two Spending Plan CFCI-Funded Programs (3-Year Grants) <u>Three-Year Term begins upon execution of the Contract between the Contractor and Service Provider.</u>	Minimum and Maximum Award Amounts Available	Total 3-year Funding Amount Available
<u>Program Area 20: End Exploitation and Create a Safer Community for Women</u> - This project will create a safer community for women, children, and families by equitably helping survivors of commercial sexual exploitation and sex trafficking lead a life free from sexual coercion, force, fraud, perpetration, manipulation, and criminal involvement by helping victims leave a life of abuse, violence, and fear by empowering them to reach their full potential through their journey of personal and professional development, emotional healing, physical safety, wellbeing, peer support, mentorship, and service as evidenced by the use of trauma informed evidence-based mental health practices as the core clinical programmatic and participant tools of engagement to evaluate behavioral health goals and objectives and utilize these outcomes as well as participant input to help inform mental health services, create opportunities for continued innovative, culturally competent practices for sexually exploited women and Transitional Age Youth (TAY) age 18 and up.	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$1,275,000
<u>Program Area 21: From Treatment, Diversion, or Jail to Work</u> - This project will equitably reduce justice system involvement for those who have been in the criminal legal system and prevent or reduce justice involvement for those with substance use disorder and/or experiencing housing instability.	<ul style="list-style-type: none"> • Minimum amount of each award: \$50,000 per year for three years (\$150,000) • Max amount: \$400,000 per year for three years (\$1,200,000) † 	\$1,275,000

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SELECTION PROCESS

The selection process involves the following:

- Organizations must apply through the online application portal.
- All applications must be submitted along with required documentation through the online application portal. **Deadline to submit is Friday, September 1, 2023, at 5:00PM Pacific Time.** Do not wait until the last day to get your application in.
- Applications will be reviewed and scored by independent reviewers using uniform scoring criteria. There is no process for appeal.
- Organizations with annual operating budgets of less than \$1,500,000 shall be prioritized for award.
- Organizations that have not previously received a services contract with LA County, including awards in Year 1 CFCI Program Areas 1-7 / Non-CFCI Program Area 8, shall be prioritized for award.
- Highest need, lowest services ZIP codes shall be prioritized:
 - Amity will use the **Justice Equity Needs Index (JENI)** to help determine high need. You can find the JENI at the link below:
<https://www.catalystcalifornia.org/campaign-tools/maps-and-data/justice-equity-need-index>
 - Amity will use the **Justice Equity Services Index (JESI)** to help determine low services. You can find the JESI at the link below:
<https://www.catalystcalifornia.org/campaign-tools/maps-and-data/justice-equity-services-index>
- Organizations that have annual budgets over \$1,500,000 (larger organizations) will be considered after decisions have been made on applications from organizations with annual budgets under \$1,500,000. If larger organizations submit a proposal that includes subcontracts with smaller organizations (below \$1,500,000 annual budget), that proposal shall be prioritized among the remaining larger organizations for awards, subject to available funding.
- No funds are to be used for law enforcement purposes.
- Amity reserves the right to clarify information in a submitted application, including verification through outside sources such as websites or other sources; reaching out to the organization; site visits; or other measures. If, through the verification process, inaccurate or false information is shown to have been included in the application, Amity reserves the right to disqualify the application and deny funding.

FUNDING OPPORTUNITY WEBINAR (OPTIONAL)

Amity will hold two optional application webinars to review the funding opportunity and gather questions. All webinars are NOT mandatory, they are optional. You are welcome to attend either webinar. The same content will be presented in both webinars. You DO NOT need to attend both webinars. Webinars will be held on:

July 26, 2023, 12 Noon to 2:00 PM Pacific Time

And

August 2, 2023, 5:00 PM to 7:00 PM Pacific Time



Amity will hold one optional webinar to review the Budget Form, a required attachment for the funding opportunity. The optional Budget Form webinar will be held on:

August 2, 2023, 12 Noon to 1:00 PM Pacific Time

Registration is available on Amity's website at www.amityfdn.org/TPA.

KEY DATES/TIMELINE

Funding Opportunity Release	July 17, 2023
Optional Funding Opportunity Webinars	July 26, 12 Noon-2:00PM Pacific Time August 2, 5:00PM-7:00PM Pacific Time August 2, 12 Noon-1:00PM Budget Form
Written Questions Deadline	Monday, Aug. 28, 2023, 5:00PM Pacific Time
Submission Deadline	Friday, Sep. 1, 2023, 5:00PM Pacific Time
Funding Opportunity Review and Contracting	September – December 2023
Expected Contract Start Date	December 2023 or Upon Approval

WRITTEN QUESTIONS DEADLINE

Questions about the funding opportunity and application will be accepted until Monday, August 28, 2023 at 5:00PM Pacific Time. Submit all questions to: TPAGrants@amityfdn.org. Answers will be posted as a Questions & Answers (Q&A) document on the www.amityfdn.org/tpa website.

ELIGIBILITY

- This funding opportunity is open to organizations that provide direct services to individuals and families and that have a minimum of 2 years of experience providing services in the Program Area for which they are applying. This includes:
 - a. Non-profit organizations with 501(c)(3) status as determined by the Internal Revenue Service.
 - b. Organizations applying through a fiscal sponsor.
 1. By the contract execution date, you must have a signed agreement in place with a fiscal sponsor that has been approved in writing by Amity, or the award will be rescinded.
 2. An acceptable fiscal sponsor will be a nonprofit organization that demonstrates sufficient experience as determined by Amity. Experience includes providing fiduciary oversight, financial management, insurance, and/or other administrative services to smaller organizations outside of / in addition to the applicant.
 3. Fiscal sponsors must be based in California, must be registered with the California Secretary of State for a minimum of one year prior to the application deadline, and must have a status of "Good Standing."
 4. The fiscal sponsor must be willing to obtain insurance at the required amounts of coverage, and name the applicant (provider organization), the County, and Amity as additional insured.
 5. Amity will, at its sole discretion, determine if a fiscal sponsor's documentation is sufficient and acceptable, or if additional information is needed. Amity reserves the right



to not accept an applicant based upon review of a fiscal sponsor's experience and documentation. **Please contact Amity at TPAGrants@amityfdn.org if you would like help identifying a fiscal sponsor.**

- c. Business entities (e.g., Limited Liability Corporation [LLC] determination, Professional Corporation determination).
- All applicants (or fiscal sponsors, if the applicant is applying with a fiscal sponsor) must be registered with the California Secretary of State for at least one year prior to the application deadline and have a status of "Good Standing."
You can check your status at <https://bizfileonline.sos.ca.gov/search/business>. **If you have any questions, please contact us at TPAGrants@amityfdn.org.**
- Organizations / fiscal sponsors (if applicable) must be registered to do business in Los Angeles County / City of Los Angeles (business license) at the time of award.
- If you are applying with a fiscal sponsor, DO NOT provide the fiscal sponsor's annual budget information for Attachment #1. All applicants should provide their own organization's annual budget / financial documents to fulfill the requirements for Attachment #1.
- Funding CANNOT go to projects that benefit Amity Foundation. Projects that take place on Amity campuses, recruit participants through Amity, or may, in any other way, benefit Amity Foundation will not pass eligibility requirements.
- No funds are to be used for law enforcement purposes.

GEOGRAPHIC AREA REQUIREMENT

- Applying organizations must have provided services within the County of Los Angeles for at least two years prior to the date of application.
- Fiscal sponsors must be based in the State of California.
- Funded projects must be located within the County of Los Angeles.
- Applicants must identify the specific location(s) to be served and provide ZIP code information.

Organizations in and serving ZIP codes determined to be lowest services / highest needs will be prioritized for award.

Amity will use the **Justice Equity Services Index (JESI)** to help determine low services. You can find the JESI at this link: <https://www.catalystcalifornia.org/campaign-tools/maps-and-data/justice-equity-services-index>

Amity will use the **Justice Equity Needs Index (JENI)** to help determine high need. You can find the JENI at this link: <https://www.catalystcalifornia.org/campaign-tools/maps-and-data/justice-equity-need-index>

CONTRACT TERM

- Selected Year 2 CFCI Funding Opportunity programs and projects shall begin upon full contract execution on or around December 2023.
- All funds shall be spent within 36 months of the contract start date.



ALL FUNDING SOLICITATION REVIEWS/AWARDS ARE FINAL

- Evaluation is based upon the criteria outlined in the funding opportunity. The evaluation and award process is considered final and there is no process for appeal. Amity will offer declined organizations and individuals technical assistance to connect to training and support in an effort to strengthen their organizations and/or their applications for future funding opportunities.

AWARD LIMITATIONS

- No applicant shall be eligible to receive multiple awards in the same funding opportunity Program Area. Applicants are eligible to receive awards in separate Program Areas, subject to a review that determines that the services provided will be distinct and not overlap with any current or previous CFCI or Non-CFCI awards. Organizations that have not ever received funding from LA County, including awards in Program Areas 1-8, shall be prioritized for award.

FUND DISTRIBUTION

- Funded organizations shall receive a contract initiation payment within thirty (30) calendar days from the contract start date or upon the submission of all required contracting documents and attachments, whichever is later. Payments thereafter are expected to be disbursed quarterly (every three months), upon the completion of program/project deliverables and/or milestones.

DATA COLLECTION AND REPORTING

- All awardees will be required to collect and report services and outcome data monthly using an Amity-defined system as well as submit quarterly reports.

COUNTY CONTRACT REQUIREMENTS

- Los Angeles County contract requirements will be included in the service contract and will be provided to potential awardees during the contracting phase.
- **Proof of insurance will be required before award contracts can be executed.** Awarded organizations must obtain insurance policies in the categories and amounts listed below in order to contract for Year 2 CFCI Funding Opportunity funds. Insurance costs are an allowable line item on an applicant's project budget. Insurance costs added to your project budget must be limited to **new** insurance costs attributable to the project you are proposing; and/or **insurance costs over and above what you currently pay** for insurance that are required to contract for Year 2 CFCI Funding Opportunity funds. **Required insurance limits for Year 2 CFCI projects** are as follows:
 - 1MM Commercial General Liability; policy must name LA County, its agents, and Amity as additional insured
 - \$2MM General Aggregate
 - \$1MM Products / Completed Operations Aggregate
 - \$1MM Personal and Advertising Injury
 - \$1MM Each Occurrence



- Professional Liability – Errors and Omissions
 - \$1MM per claim
 - \$2MM aggregate
- Automobile Liability (if applicable, for instance, transporting clients)
 - \$1MM Bodily Injury and Property Damage for each single accident
 - Includes owned, leased, hired, and/or non-owned automobiles
- Employers' Liability / Workers Compensation
 - Coverage with limits not less than \$1MM per accident
- Sexual Misconduct
 - Limits not less than \$1MM per actual or alleged claim of sexual misconduct and/or molestation, abuse, harassment, mistreatment or maltreatment of a sexual nature
 - \$1MM aggregate
- For organizations applying with a fiscal sponsor, the fiscal sponsor must be willing to obtain insurance at the required amounts of coverage, and name the applicant (provider organization), the County, and Amity as additional insured.
- Waiver of subrogation against Amity and the County must be included.

PRIORITY POINTS, SCREENING, EXTERNAL REVIEW SCORING CRITERIA

All proposals will undergo a preliminary screening to ensure completeness and that minimum eligibility requirements have been met. Priority points will be assigned according to the rubric below.

Screening & Priority Points	Total Points Possible
Application is complete; organization is viable & eligible	Pass / Fail
Organization has an annual budget under \$1.5 million and has never been funded by LA County.*	10 Priority Points
Organization is in & serves LA County high need, low services areas and populations.	10 Priority Points
POINTS AVAILABLE	20 PRIORITY POINTS

*A one-time amount of \$10,000 or less from LA County will not impact the assignment of priority points.

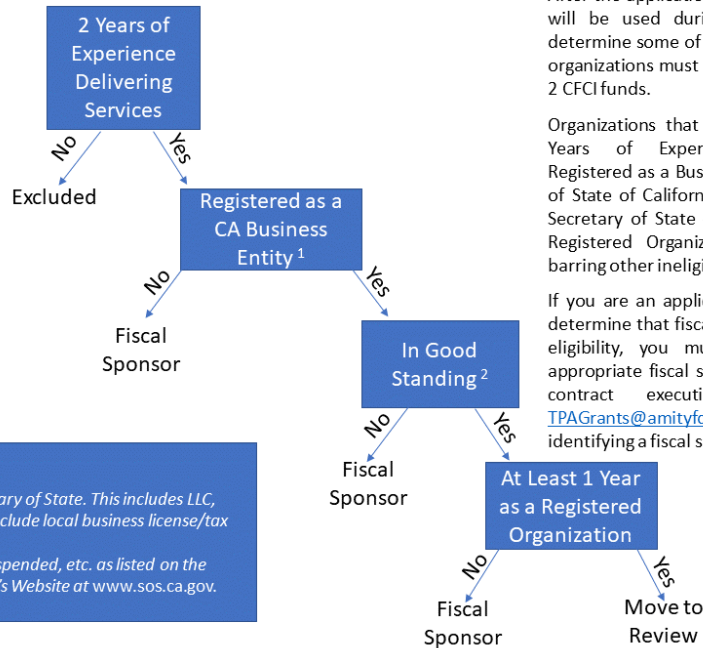
Once an application passes screening and is scored for priority, independent reviewers will be instructed to use the following tool to score each proposal. Applications that do not pass screening will be declined.

External Review	Total Points Possible
Organizational experience & capacity	10 Points
Project is achievable and relevant; budget is feasible and reasonable	20 Points
Board/leadership and staff reflect the demographics and experience of the population served	10 Points
POINTS AVAILABLE	40 POINTS

Priority points and external reviewer scores will be added to create a final score.



Eligibility Flow Chart – Path to Fiscal Sponsor



Notes:

1. Registered with CA Secretary of State. This includes LLC, Corp., 501(c)(3), and must include local business license/tax license (if applicable).
2. Cannot be terminated, suspended, etc. as listed on the California Secretary of State's Website at www.sos.ca.gov.

After the application deadline, the tool to the left will be used during preliminary screening to determine some of the standards of eligibility that organizations must meet in order to apply for Year 2 CFCI funds.

Organizations that meet the requirements of 2 Years of Experience Delivering Services, Registered as a Business Entity with the Secretary of State of California, In Good Standing with the Secretary of State of California, and 1 Year as a Registered Organization, will move to review barring other ineligibility.

If you are an applicant using this chart, and you determine that fiscal sponsorship will secure your eligibility, you must have an approved and appropriate fiscal sponsor agreement in place by contract execution. Contact Amity at TPAGrants@amityfdn.org if you would like help identifying a fiscal sponsor.

Funding Opportunity Application Attachments / Requirements for Eligibility

1. Annual Organizational Budget Requirement

The Year 2 Care First Community Investment Funding Opportunity is intended to benefit direct service community-based organizations that have historically not received funds from LA County. Organizations with annual budgets that total \$1,500,000 or less will be prioritized. Applications will be accepted from organizations with annual budgets greater than \$1,500,000 (larger organizations); however, priority is given to those with budgets under \$1,500,000. If larger organizations submit a proposal that includes subcontracts with smaller organizations (below \$1,500,000 annual budget), that proposal will be prioritized among the remaining larger organizations for awards, subject to available funding.

If you are applying with a fiscal sponsor, **do not** provide the fiscal sponsor's annual budget information for Attachment #1. **All organizations should provide their own annual budget** / financial documents to fulfill the requirements for Attachment #1.

Attachment Required to Fulfill #1: Most Recent Income Tax Return (prefer 2022).

If you cannot provide a recent organizational Income Tax Return, please contact Amity (TPAGrants@amityfdn.org) **about what you can upload as a substitute.**



2. Proof of Professional Status Requirement

Year 2 CFCI funds are intended to benefit organizations that provide direct services to individuals and families and that have a minimum of 2 years of experience providing services in the Program Area for which they are applying.

*Attachment Required to Fulfill #2: **One** of the following.*

- A. Proof of nonprofit 501(c)(3) status as determined by the Internal Revenue Service.
- B. Fiscal sponsor documentation (see the definitions under the two asterisks [**] below that will be used to determine whether or not a fiscal sponsor is acceptable).
- C. Documentation that indicates the organization to be a business entity with at least one (1) year of administrative experience in the Program Area for which the service provider is submitting the application (e.g., Limited Liability Corporation (LLC) determination, Professional Corporation determination).*
- D. *If you do not have the documents described in (A), (B), or (C), attach a letter signed by your authorized official stating that “[NAME OF ORGANIZATION] is submitting this application with the willingness and intent to enter into an agreement with a fiscal sponsor”** prior to contract execution.*

*Business entity experience can be shown by previous contracts, grants, tax filings, audits, reports, references, online or newspaper articles or other available documentation. Amity will, at its sole discretion, determine if documentation is sufficient or if additional documentation is needed.

**Fiscal sponsorship helps mitigate the potential for fraud, abuse, or waste by service providers. A fiscal sponsor can assist with financial management, compliance, funds disbursement, human resources, and general grant management.

An acceptable fiscal sponsor will be a nonprofit organization with at least two (2) years of experience as a fiscal sponsor providing fiduciary oversight, financial management, insurance, and/or other administrative services to smaller organizations outside of / in addition to the applicant. (Amity will provide technical assistance to service providers in a variety of areas, but will not have access into the day-to-day fiscal operations of service providers.)

Fiscal sponsors must be based in California, must be registered with the California Secretary of State, and must have a status of “Good Standing.”

The fiscal sponsor must be willing to obtain the insurance required to contract at the coverage amounts listed (see the list under Attachment #3, below), and name the applicant (provider organization), the County, and Amity as additional insured.

Amity will, at its sole discretion, determine if a fiscal sponsor’s documentation is sufficient and acceptable, or if additional information is needed. Amity reserves the right to disqualify an application based upon the review of a fiscal sponsor’s experience and documentation.



3. Insurance Documentation Requirement

Organizations that receive awards through the Year 2 CFCI Funding Opportunity application process will be required to meet mandatory insurance limits. Organizations do NOT need to be currently insured—either in totality or for the specified rates—in order to apply.***

Insurance costs are an allowable line item on an organization's project budget. Insurance costs added to your project budget must be limited to **new** insurance costs attributable to proposed project; and/or **insurance costs over and above what you currently pay** for coverages that are required to contract for Year 2 CFCI funds. Required insurance amounts for Year 2 CFCI projects are as follows:

Commercial General Liability; policy must name LA County, its agents, and Amity as additional insured

\$2MM General Aggregate

\$1MM Products / Completed Operations Aggregate

\$1MM Personal and Advertising Injury

\$1MM Each Occurrence

Professional Liability – Errors and Omissions

\$1MM per claim

\$2MM aggregate

Automobile Liability (if applicable; for instance, transporting clients)

\$1MM Bodily Injury and Property Damage for each single accident

Includes owned, leased, hired, and/or non-owned automobiles

Employers' Liability / Workers Compensation

Coverage with limits not less than \$1MM per accident

Sexual Misconduct

Limits not less than \$1MM per actual or alleged claim of sexual misconduct and/or molestation, abuse, harassment, mistreatment or maltreatment of a sexual nature

\$1MM aggregate

Attachment Required to Fulfill #3: One of the following.

- A. Certificate of Insurance (COI) with your current insurance provider.
- B. A cost quote on the above listed coverages from an insurance broker.
- C. *If you cannot provide either (A) or (B), attach a letter signed by your authorized official stating that "[NAME OF ORGANIZATION] attests that we do not have any insurance policies or coverage at this*



time. [NAME OF ORGANIZATION] understands that we will be responsible for meeting required insurance limits prior to contracting.”***

***Organizations do **NOT** have to pay for this coverage prior to applying for funds. **However**, organizations must meet the insurance limits listed above in order to contract for funding.

4. Board and Executive Leadership Names & Demographics Requirement

Please fill out and upload the Leadership Characteristics Form provided.

Attachment Required to Fulfill #4: Completed Leadership Characteristics Form with demographic information including race/ethnicity, gender identity, and orientation identity.

Only .xlsx files will be accepted for this attachment. Contact **Amity** (TPAGrants@amityfdn.org) about converting your attachment to the correct file type if you cannot attach an Excel file.

If you do not collect information on the characteristics listed, leave the cells blank.

Remember that the characteristics of your leadership will be compared to the characteristics of your service population for priority points.

5. Proposed Project Budget Form Requirement

Please fill out and upload the Budget Form template provided.

Attachment Required to Fulfill #5: Completed Budget Form for the proposed program, project, or service.

Only .xlsx files will be accepted for this attachment. Contact **Amity** (TPAGrants@amityfdn.org) about converting your attachment to the correct file type if you cannot attach an Excel file.

You must ask for the same amount in each program year.

Program / Project Budgets may be adjusted by Amity; your organization’s formal agreement to the changes will be required in order to receive funding.

Program Area 12: Healing-Informed Arts Project

Helpful Tips

Helpful Tips for Using Blackbaud Grantmaking

- **Save frequently.** There is a time out function at 1 hour.
- Limit your use of bullets and other formatting (bold, italics, etc.).
- Log into your account at **https://www.GrantRequest.com/SID_6277?SA=AM** to access saved and submitted applications.
- Add **mail@grantapplication.com** to your safe senders list to ensure you receive all communications regarding your application.
- Before filling out the application, you may find it helpful to click the **"Printer Friendly Version"** button above.
This will offer you a preview of all of the questions on the application.
- You have the ability to save and come back to your application at a later time by clicking the **"Save & Return to My Account"** button at the bottom of each screen.
- To move to the next page, please click the **"Next Page"** button at the bottom of the page or click the page number at the top of the page to jump to that page.
- Do not use the **"Back"** or **"Forward"** buttons on your browser to navigate through this application.
- **PLEASE NOTE:** This application uses word--not character--limits. Questions with word limits will display a live word counter below the question field.
Word limits will not be enforced until you submit your application.
Please be mindful of this as you fill in these fields.
- Use a word processing tool (i.e. Microsoft Word) to prepare your responses, then cut and paste your answers into the application to avoid losing work.
- When clicking the **"Review Before Submitting"** button: You will be required to review the entire application one final time before clicking the **"Submit Application"** button at the bottom of the screen.

Application Info and Resources

Program Area

Program Area 12 – Healing-Informed Arts Projects

This project will give young people access to healing-informed, culturally relevant arts programming.

Youth will be able to use the arts as a method of self-expression and create meaningful connections with caring adults.

The arts will also serve as a re-entry strategy, helping youth returning to community.

The arts will serve as a pathway to healing trauma, learning art skills, and mentorships opportunities.

The arts will help youth retell their stories, foster empathy and create opportunities for system-impacted youth.

Funding Limits

- Minimum amount of each award: \$50,000 per year for three years (total \$150,000)
- Maximum amount of each award: \$400,000 per year for three years (total \$1,200,000)

Note: Organizations may submit applications for funding amounts higher than the maximum totals. Any requests that are higher than the annual/total amounts will be evaluated based upon funding availability.

Applications above the maximum thresholds may be reduced, not awarded, or multiple awards may be made from a single application.

Amity reserves the right to adjust or reduce the amount of funds awarded to individual organizations as needed.

Total Amount of Funding Available

\$4,485,000

Links to Additional Resources and Information

Instructional webinars and a complete walkthrough of this application are available at www.amityfdn.org/tpa after July 31, 2023 at 12pm Pacific Time.

Answers to most of your questions can be found by navigating to the "Q&A" page at www.amityfdn.org/tpa after July 31, 2023 at 12pm Pacific Time.

Eligibility Requirements

ELIGIBILITY

• **This funding opportunity is open to organizations that provide direct services to individuals and families and have a minimum of 2 years of experience providing those services. This includes:**

- a. Non-profit organizations with 501(c)(3) status as determined by the Internal Revenue Service.
- b. Organizations applying through a fiscal sponsor.

-An acceptable fiscal sponsor will be a nonprofit organization with at least two (2) years of experience as a fiscal sponsor providing fiduciary oversight, financial management, insurance, and/or other administrative services to smaller organizations outside of / in addition to the applicant.

-Fiscal sponsors must be based in California, must be registered with the California Secretary of State, and must have a status of "Good Standing."

-The fiscal sponsor must be willing to obtain insurance at the required amounts of coverage, and name the applicant (provider organization), the County, and Amity Foundation as additional insured.

-Amity will, at its sole discretion, determine if a fiscal sponsor's documentation is sufficient and acceptable, or if additional information is needed. Amity reserves the right to not accept an applicant based upon review of a fiscal sponsor's experience and documentation.

*Please contact **Amity** if you would like help identifying a fiscal sponsor.*

- c. Business entities (e.g., Limited Liability Corporation [LLC] determination, Professional Corporation determination).

• All applicants (or fiscal sponsors, if the applicant is applying with a fiscal sponsor) **must be registered with the California Secretary of State for at least one year and have a status of "Good Standing."**

Amity will use the <https://bizfileonline.sos.ca.gov/> website to determine Good Standing.

• Organizations / fiscal sponsors (if applicable) must be **registered to do business in Los Angeles County / City of Los Angeles (business license) at the time of award.**

• If you are applying with a fiscal sponsor, **do not provide the fiscal sponsor's annual budget information for Attachment #1.** All organizations should **provide their own annual budget / financial documents** to fulfill the requirements for Attachment #1.

• No funds are to be used for law enforcement purposes.

• Funding CANNOT go to projects that benefit Amity Foundation. Projects that take place on Amity campuses, recruit participants through Amity, or may, in any other way, benefit Amity Foundation will not pass eligibility requirements.

• **Applying organizations must be located within the County of Los Angeles.**

• Fiscal sponsors must be based in the State of California.

• Funded projects must be located within the County of Los Angeles.

• Applicants must identify the specific location(s) to be served and provide ZIP code information.

• **All CFCI funds shall be used to transform Los Angeles County with programs that serve chronically under-resourced communities and address negative outcomes caused by racially driven criminal legal system inequities and long-term economic disinvestment.**

Section 1 - Contact Information

Agency/Organization Contact

Name of your organization & information about the person who leads the organization.

1. Agency/Organization Name

First Name

2. Last Name

3. Title or Role:

Project/Request Contact

Information about the person to be contacted about this application.

First Name

4. Last Name

5. Title or Role:

6. E-mail Address

For the person to be contacted about this application

Primary Phone

xxx-xxx-xxxx

Other Phone

xxx-xxx-xxxx

Fiscal Sponsor

If you are using a fiscal sponsor, this section is required.

If you are applying through a fiscal sponsor, provide the sponsor's information here.
If you are not using a fiscal sponsor, skip this section and proceed to Section 2 - "Organizational Information".

Fiscal Sponsor Organization Name

Fiscal Sponsor Organization Employer Identification Number (EIN)

Fiscal Sponsor Organization Address

Street Address 1

Street Address 2

City, State Zip Code

Fiscal Sponsor Contact Person

Prefix First Name Last Name

Title

Email Address

Section 2 - Organizational Information

Organization Details

7. Street address where organization's administrative office is physically located (Headquarters):

City State

ZIP Code

8. Is your Headquarters located outside of LA County?

9. What is the address of the location where you provide services?

If you provide services at more than one location, list the address that is most closely related to this application (see the **JENI and JESI maps** for information on high needs, low services ZIP codes).

Services address - street name and number:

Services Address City Services Address State

Services Address ZIP Code

10. Do you currently use the address provided above for services?

Select "Yes" below if you currently provide services at this location.

Select "No" if you have never provided services at the above address.

Services address is currently in use:

If you answered "No", please provide more detail below:

11. Please explain exactly where your services are provided (address, school district, neighborhood, Indigenous community, church community, etc.). Give as much detail as possible about the location where people go to receive your services.

Are you currently providing services outside of LA County?

Mailing address for organization - street name and number:

Mailing City Mailing State

Mailing Zip Code

12. What is your organization's mission?

Try to limit your response to 100 words.

13. What are the direct services that your organization provides to individuals and families in the community, and what is the need your services address?

Try to limit your response to 250 words.

How many years have you been providing these services? Note: We are seeking organizations or executive staff that have at least 2 years of experience providing direct services in the Program Area that they are applying for.

Numbers only.

14. In which languages do you provide services? Note: You can list languages spoken by staff and languages for which your organization has access interpreters / translation.

Try to limit your response to 250 words.

15. What are your techniques for engaging diverse participants using culturally appropriate outreach and services? For example, if you serve Indigenous or Transgender or Youth participants, what are the things you do to reach them, and how do you keep them engaged in your programs?

Try to limit your response to 500 words.

Financial Information

16. What was your total annual organizational budget in 2022?

17. If your annual organizational budget is over \$1.5 million, enter the total below.
If you would like us to consider additional information, please add it here.
(For example, you may want to explain if your budget in 2022 was larger or smaller than usual because of an increase/decrease in funds due to COVID-19, or, you received a large one-time donation that made your budget seem larger than it usually is.)
If not, or if this question does not apply to your organization, please enter "N/A".

Try to limit your response to 100 words.

18. If your annual organizational budget is over \$1,500,000 a year, do you intend to subcontract to smaller organizations using the funds you receive through this application?
List and describe any subcontractors and their role in this program or project.
If not, please enter "N/A".

Try to limit your response to 250 words.

19. Do you have any outstanding audit financial claims **IN THE LAST 5 YEARS?**

If **yes**, please describe the nature of the **financial claim**, the **amount**, and the **date** of the claim.

20. Have you ever received a grant, funded contract, and/or funding from Los Angeles County? This includes any awards received from the Year 1 CFCI / Non-CFCI Funding Opportunities (Program Areas 1-8). This information will be confirmed during screening, and responses that do not accurately reflect awarded funds may result in the disqualification of your application.

Required: What was the funding source (department or office that awarded the funds) and funding amount received? If you selected "No," enter "N/A" in the text box below.

Try to limit your response to 100 words.

Section 3 - Program or Project Information

Request Information

21. What is the **total amount of funding** over three years that you are requesting in this application?

The minimum amount of funding over three years is \$150,000; the maximum is \$1,200,000. This amount should be the same as **Cell B3** in the Budget Form, "Total Amount for Entirety of Project".

NOTES: 1. You must ask for the same amount in each program year. 2. Program / Project Budgets may be adjusted by Amity; your organization's formal agreement to the changes will be required in order to receive funding.

Provide a number response.

Budget: Download and fill out the **Budget Form** in order to explain how you intend to spend the funds.

The Budget Form provides rows where you can list staff and describe their importance to the project, list supplies and non-personnel expenses and their necessity, and also list other expenses such as insurance, fiscal sponsorship, rent, and utilities.

Only Excel files (.xlsx) can be uploaded.

If you cannot upload an Excel file, please contact [Amity](#) about converting your attachment to the correct file type.

22. Upload the completed Budget Form.

Note that once you choose your file you will need to click on the **Upload** button in order to add your Budget Form to your application.

Who Do You Intend to Serve?

23. Click to select the ranges below that best describe the ages of the people your program or project will serve.

Select "All Ages" if you will serve all ages; otherwise, select as many as apply. PLEASE **DO NOT** SELECT EVERY RANGE.

24. Click to select the options below that best describe the race/ethnicity of the people your proposed program or project will serve.

Select all that apply.

If you selected **Other** above, please describe:

25. Select the options below that best describe the gender of the people your program or project will serve.

Select all that apply.

If you selected **Other** above, please describe:

26. Select the characteristics below that best describe the population your program or project will serve.

Select all that apply.

If you selected **Other** above, please describe:

27. How many **unduplicated** people/participants **per year** do you intend to serve with the funding amount that you are requesting?

Provide a number response.

28. How many staff or volunteers **per year** will you need to serve the number of participants you stated in Question 27, above?

Provide a number response.

Staff, Board, and Leadership Characteristics

Diverse and Representative Staff and Leadership The Year 2 Care First Community Investment Funding Opportunity is intended to benefit community-based organizations that are led and staffed, at least in part, by Black, Brown, Indigenous, People of Color, Transition-Age Youth, Transgender, Gender Nonconforming, Intersex, LGBTQA+, and People with Lived Experience.

29. What are the percentages of **DIRECT SERVICES STAFF / VOLUNTEERS** who identify as / reflect the following races / ethnicities?(Select all that apply.)
Note that totals must add up to 100%.

30. Which community characteristics below best describe your organization's **DIRECT SERVICES STAFF / VOLUNTEERS**?
Select all that apply.

31. What are the percentages of **BOARD AND EXECUTIVE LEADERSHIP** who identify as / reflect the following races / ethnicities?(Select all that apply.)
Note that totals must add up to 100%.

32. Which community characteristics below best describe your organization's **BOARD AND EXECUTIVE LEADERSHIP**?
Select all that apply.

High Need, Low Services Areas

Organizations in and serving ZIP codes determined to be highest need / lowest services will be prioritized for award.

Amity will use the **Justice Equity Needs Index (JENI)** to help determine high need. You can access the index at this link: [JENI](#).

Amity will use the **Justice Equity Services Index (JESI)** to help determine low services. You can access the index at this link: [JESI](#).

33. Which Los Angeles County Supervisorial Districts would your project or program serve? Select all that apply. For more information or for help identifying which Supervisorial Districts to select, please see the District Maps at [Supervisorial Districts](#).

34. Which Service Planning Areas (SPAs) would your project or program serve? Select all that apply. For more information or for help identifying which Service Planning Areas to select, take a look at the LA County Department of Public Health [Service Planning Areas](#).

35. List the ZIP codes you intend to serve with the project or program that you are proposing in this application. **Only list ZIP codes where you provide the majority of your services and/or conduct most of your outreach and recruiting.**

36. We understand that the JENI and JESI tools do not necessarily capture all high need populations with low services access, particularly Indigenous people. If you believe the JENI and JESI do not capture needs of your service population, tell us more, below. Feel free to use the above community characteristics, such as low income, Black, recent immigrant, etc. Enter "N/A" if your service ZIP code is highest need / lowest services or if this question is otherwise Not Applicable.

Try to limit your response to 250 words.

About Your Program or Project

37. Describe the services and benefits that your proposed project or program will deliver to your service population. Include how participants will find out about and enroll in your program / project; any intake and/or screening process you may (or plan) to have. Provide the titles and/or number of staff and the major activities required to make your program or project successful. What will Year 2 CFCI funds allow your organization to do for your community?

Try to limit your response to 500 words.

38. What project milestones will you work to accomplish **over the first year of your project or program?** For instance, will you recruit, hire or train new employees or deliver a specific quantity of services, or engage new participants? List **four milestones** that relate to implementing your proposed project and try to use one sentence for each. Examples of milestones are listed below as a reference:

Example: "Milestone 1 – Recruit, hire, and train two new Employment Coaches"

Example: "Milestone 2 – Enroll 40 new participants in our Job Skills Program"

Example: "Milestone 3 – Host monthly job fairs and employer networking gatherings"

Example: "Milestone 4 – Place 30 systems-impacted individuals in quality employment"

Target is **100 words or less:**

39. What are some of the outcomes that you could measure to show that your program or project is having the intended effect on your participants / community? Outcomes are measurable, and show an increase or decrease in events, conditions, or behaviors. Examples of measurable outcomes might include:

Example: "Outcome 1 – 60% of participants will increase financial stability by maintaining employment for 3 months or more"

Example: "Outcome 2 – Increase our network of employer partners by 30%"

Example: "Outcome 3 – 85% of youth served will increase job readiness through new skills"

Example: "Outcome 4 – 300 youth will increase prosocial participation by attending at least 1 community activity"

Try to limit your response to 250 words.

Note: Milestones and outcomes are subject to additional review and approval prior to contracting.

40. How will the milestones (Q38) and outcomes (Q39) above respond to the specific needs of your service population / your community? **What would success look like for your project?**

Try to limit your response to 250 words.

Section 4 - Other Information

Other Information

41. Are there any other Year 2 Program Areas that you are applying for to receive funds? Choose as many Program Areas as you are applying for:

42. What areas of technical assistance are you interested in?

Select all that apply.

If you chose "Other", above, please describe below.

Try to limit your response to 100 words.

Attachments

1. Annual Organizational Budget Requirements

The Year 2 Care First Community Investment Funding Opportunity is intended to benefit direct service community-based organizations that have historically not received funds from LA County. Organizations with annual budgets that total \$1,500,000 or less will be prioritized. Applications will be accepted from organizations with annual budgets greater than \$1,500,000 (larger organizations); however, priority is given to those with budgets under \$1,500,000. If larger organizations submit a proposal that includes subcontracts with smaller organizations (below \$1,500,000 annual budget), that proposal will be prioritized among the remaining larger organizations for awards, subject to available funding.

If you are applying with a fiscal sponsor, **do not provide the fiscal sponsor's annual budget information for Attachment #1**. All organizations should **provide their own annual budget / financial documents to fulfill the requirements for Attachment #1**.

Attachment Required to Fulfill #1: Most Recent Income Tax Return (prefer 2022).

If you cannot provide a recent organizational Income Tax Return, please contact **Amity** about what you can upload as a substitute.

Note that once you choose your file you will need to click on the **Upload** button in order to add the attachment to your application.

2. Proof of Professional Status Requirement

Year 2 CFCI funds are intended to benefit organizations that provide direct services to individuals and families and that have a minimum of 2 years of experience providing services in the Program Area for which they are applying.

Attachment Required to Fulfill #2: One of the below (A, B, C, or D). Only **ONE of these is required.**

A. Proof of nonprofit 501(c)(3) status as determined by the Internal Revenue Service.

*B. Fiscal sponsor documentation (see the definitions under the two asterisks [**] below that will be used to determine whether or not a fiscal sponsor is acceptable).*

*C. Documentation that proves the organization to be a business entity with at least one (1) year of administrative experience in the Program Area for which the service provider is submitting the application (e.g., Limited Liability Corporation (LLC) determination, Professional Corporation determination).**

*D. **If you do not have the documents described in (A), (B), or (C),** attach a letter signed by your authorized official stating that "[NAME OF ORGANIZATION] is submitting this application with the willingness and intent to enter into an agreement with a fiscal sponsor prior to contract execution." ***

Note that once you choose your file you will need to click on the **Upload** button in order to add the attachment to your application.

*** Business entity experience can be shown by previous contracts, grants, tax filings, audits, reports, or other available documentation.**

Amity will, at its sole discretion, determine if documentation is sufficient or if additional documentation is needed.

**** Fiscal sponsorship helps mitigate the potential for fraud, abuse, or waste by service providers.**

A fiscal sponsor can assist with financial management, compliance, funds disbursement, human resources, and general grant management.

An acceptable fiscal sponsor will be a nonprofit organization with at least two (2) years of experience as a fiscal sponsor providing fiduciary oversight, financial management, insurance, and/or other administrative services to smaller organizations outside of / in addition to the applicant. (Amity will provide technical assistance to service providers in a variety of areas, but will not have access into the day-to-day fiscal operations of service providers.)

Fiscal sponsors must be based in California, must be registered with the California

Secretary of State, and must have a status of "Good Standing."

The fiscal sponsor must be willing to obtain insurance at the required amounts of coverage, and name the applicant (provider organization), the County, and Amity Foundation as additional insured.

Amity will, at its sole discretion, determine if a fiscal sponsor's documentation is sufficient and acceptable, or if additional information is needed. Amity reserves the right to not accept an applicant based upon review of a fiscal sponsor's experience and documentation.

3. Insurance Requirement

Organizations that receive awards through the Year 2 CFCI Funding Opportunity application process will be required to meet mandatory insurance limits. Organizations do NOT need to be currently insured—either in totality or for the specified rates—in order to apply.***

Insurance costs are an allowable line item on an organization's project budget. Insurance costs added to your project budget must be limited to **new** insurance costs attributable to the proposed project; and/or **insurance costs over and above what you currently pay** for coverages that are required to contract for Year 2 CFCI funds. Required insurance amounts for Year 2 CFCI projects are as follows:

1MM Commercial General Liability; policy must name LA County, its agents, and Amity Foundation as additional insured

- \$2MM General Aggregate
- \$1MM Products / Completed Operations Aggregate
- \$1MM Personal and Advertising Injury
- \$1MM Each Occurrence

Professional Liability – Errors and Omissions

- \$1MM per claim
- \$2MM aggregate

Automobile Liability (if applicable; for instance, transporting clients)

- \$1MM Bodily Injury and Property Damage for each single accident
- Includes owned, leased, hired, and/or non-owned automobiles

Employers' Liability / Workers Compensation

- Coverage with limits not less than \$1MM per accident

Sexual Misconduct

- Limits not less than \$1MM per actual or alleged claim of sexual misconduct and/or molestation, abuse, harassment, mistreatment or maltreatment of a sexual nature
- \$1MM aggregate

Attachment Required to Fulfill #3: One of the below (A, B, or C). Only **ONE of these is required.**

A. Certificate of Insurance (COI) with your current insurance provider.

B. A cost quote on the above listed coverages from an insurance broker.

*C. If you cannot provide either (A) or (B), attach a letter signed by your authorized official stating that "[NAME OF ORGANIZATION] attests that we do not have any insurance policies or coverage at this time. [NAME OF ORGANIZATION] understands that we will be responsible for meeting required insurance limits prior to contracting."****

Note that once you choose your file you will need to click on the **Upload** button in order to add the attachment to your application.

*****Organizations do NOT have to pay for this coverage prior to applying for funds. However, organizations must meet the insurance limits listed above in order to contract for funding.**

4. Board and Executive Leadership Names & Demographics Requirement

The Year 2 Care First Community Investment Funding Opportunities are intended to benefit community-based organizations that are led and staffed, at least in part, by Black, Brown, Indigenous, People of Color, Transition-Age Youth, Transgender, Gender Nonconforming, Intersex, LGBTQA+, and People with Lived Experience.

Attachment Required to Fulfill #4: Download, fill out, and upload the Leadership Characteristics Form at the link below.

Download and fill out the **Leadership Characteristics Form**. Instructions on how to fill out the form are on the second tab, labeled "Instructions." **Download the form before you begin working in it—your changes to the online form will not be saved.**

If you do not collect information on the characteristics listed, leave the cells blank.

Remember that the characteristics of your leadership will be compared to the characteristics of your service population for priority points.

Upload the completed Leadership Characteristics Form.

Only Excel files (.xlsx) can be uploaded.

If you cannot upload an Excel file, please contact **Amity** about converting your attachment to the correct file type.

Note that once you choose your file you will need to click on the **Upload** button in order to add the attachment to your application.