



INYO COUNTY COMMUNITY RESILIENCY GRANT Guidelines

INTRODUCTION

Inyo County is seeking grant applications for the Community Resiliency Grant program from non-profit organizations that play an important role in supporting our local economy, improving the quality of life in Inyo County, and addressing unmet needs of those in our community most severely impacted by COVID-19.

Inyo County recognizes that these entities continue to provide services with significant reductions in revenue due to the pandemic, so during adoption of the Inyo County 2020-21 budget, the Board of Supervisors allocated \$100,000 of County General Fund money to support economic and community resiliency, and to offset COVID-19 related economic hardships and disruptions to local nonprofit organizations.

OVERVIEW

1. Grant funds will be provided for economic support to Inyo County nonprofit entities that were financially impacted by COVID-19 and priority will be given to those that are focused on addressing the needs of our disenfranchised or disadvantaged citizens, thereby improving the quality of life in Inyo County. Funding must be necessary due to the financial impacts of COVID-19 and be used to mitigate these impacts.
2. Grants will be awarded to the applicants who receive the highest ranking score based on the criteria set forth below. An evaluation panel comprising 3 – 5 people including County staff and members of the community will review and score responses to determine and select the top ranked entities. Award recommendations will be presented to the County Administrative Officer for final approval.
3. Individual grant awards of up to \$10,000 will be issued to qualified nonprofit organizations that provide services to the citizens of Inyo County.
4. Applicants awarded grants will be required to enter into a contract with the County setting forth applicable terms and conditions of receiving funding.

ELIGIBILITY

To be eligible, a nonprofit:

MUST:

- Adequately demonstrate that funding is necessary due to the financial impacts of COVID-19 and will be used to mitigate these impacts

- Be a legally organized Nonprofit Entity under Internal Revenue Code Section 501
- Primarily serve the residents of Inyo County
- Directly provide services or goods that are available to, or benefit, the general public

CANNOT:

- Be exclusively engaged in lobbying
- Be primarily engaged in distributing funds to other organizations or individuals
- Use grant funds for an inherently religious activity. An inherently religious activity includes activities such as religious worship, instruction, or proselytization. However, a religious organization that provides secular social services, such as a food bank, disaster relief, or a mentoring program, may be eligible if these services were impacted.
- Be any of the following:
 - An educational institution
 - A social, recreational, sports, or booster club
 - A private foundation

APPLICATION REQUIREMENTS

- Complete the application form.
- Attach a narrative with the following:
 1. A brief description of your organization, including charitable purpose, mission, goals and history in Inyo County
 2. Describe how your organization has provided a significant community benefit in the past
 3. Describe how your organization has provided a significant community benefit during the COVID-19 pandemic
 4. Describe the direct and indirect impacts your entity has suffered from COVID-19
 5. Describe the intended use of grant funds
- Attach the following documents:
 1. IRS Determination Letter showing the organization's nonprofit status
 2. Most recent tax filing – Form 990
 3. Financial statements for the period from 3/1/2019 – 12/31/2019
 4. Financial statements for the period from 3/1/2020 – 12/31/2020
 5. List, including source and amount, of all Federal, State and County COVID relief funding received. If a loan must be repaid, please note that on the list.

GRANT PROGRAM TIMELINE

| Action Task | Date/Time |
|--|---------------------------------------|
| Board of Supervisors approves grant program | Tues – 12/15/20 |
| Grant Information Webinar | Wed – 1/13/21: 3:00 p.m. |
| Application Submittal Window | Thurs – 1/14 to Fri - 1/29: 5:00 p.m. |
| Committee reviews and processes applications | Mon – 2/1 to Fri – 2/19 |
| Notification letter goes to applicants | Week of 2/22 |
| Sign contracts and process payments | Starting Mon - 3/1 |
| Grants awarded no later than | Fri – 3/15 |
| Final reports due no later than | Fri – 5/28 |

EVALUATION CRITERIA

Upon review of the application, the evaluation panel will use the following evaluation criteria and rating points to determine the most highly qualified entities.

| Evaluation Criteria | Maximum Points Possible |
|---|-------------------------|
| Written Narrative | 20 |
| COVID-19 Impacts | 30 |
| Community Benefit | 20 |
| Financial Reports | 20 |
| Completeness and Quality of Application | 10 |
| Total Points | 100 |

SELECTION PROCEDURE

- An evaluation panel comprising County staff and members of the community will review and score applications and select the top ranked entities based on the evaluation criteria. The final selection of grantees will be presented to the County Administrative Officer for final approval.
- The County reserves the right to reject any or all applications for cause, to waive minor irregularities in said applications, or to award amounts different than those requested.
- The County will notify all applicants whether or not they are selected for the grant award. Email is the County’s preferred method of communication for all stages of the grant process.