

**EMERGENCY FOOD AND SHELTER GRANT
PHASE 36
REQUEST FOR PROPOSAL**



**RELEASED: TUESDAY, JULY 16, 2019
DUE: FRIDAY, AUGUST 16, 2019, NOON**

Lancaster County has been chosen to receive \$223,314 to supplement emergency food and shelter programs in the county through the Phase 36 Emergency Food and Shelter Program (EFSP).

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

- Be a 501(c)(3) non-profit or agency of government
- Be eligible to receive Federal funds
- Have an accounting annual audit or financial review conducted each year in accordance with Government Auditing Standards
- Have a Federal Employer Identification Number (FEIN)
- Have a Data Universal Number System (DUNS)
- Practice non-discrimination
- Have demonstrated the capacity to deliver emergency food and/or shelter programs
- Have a voluntary board

Eligible organizations can request funding amounts up to \$50,000. This funding is meant to supplement and expand current resources. Funding decisions are made by the EFSP Local Board. **The time frame for eligible expenses is from October 1, 2018 through September 30, 2019.**

INSTRUCTIONS

The RFP has three components:

- Application (fillable PDF)
 - NOTE: If you do not already have a DUNS number, you will need to complete DUNS request. Please email CollectiveImpact@UWLanc.org if you need instructions on acquiring a DUNS number.
- Program budget
 - Complete and include as a separate Excel document with your proposal submission.
- Qualification forms
 - Signed and dated Patriot Act Compliance documentation
 - This can be found on UWLanc.org/EFSP
 - 501(c)(3) Determination letter
 - Form W-9
 - Form 990
 - Financial Review or Audit, with footnotes.
 - If you are requesting less than \$50,000, you do not need to provide this.
 - State of PA Bureau of Charitable Organizations Certificate.
 - If your organization is exempt, please upload Exemption Certificate.
 - Volunteer Board Member Roster

SUBMIT ALL DOCUMENTS AS .PDF'S; INCLUDE DOCUMENTS WITH YOUR PROPOSAL SUBMISSION.

QUESTIONS

Please submit your questions to CollectiveImpact@UWLanc.org.

SUBMISSION

Email your complete proposal packet to CollectiveImpact@UWLanc.org. Incomplete submissions will not be processed.



- 1 100% of our children will enter kindergarten ready to learn.
- 2 100% of students and adults will have post-secondary credentials.
- 3 Decrease individuals and families living in poverty by 50%.
- 4 100% of individuals, children, and families will have a medical home.