

Emergency Food and Shelter Program – Santa Rosa Jurisdiction Agency

Application for Phase 41 Funding

Santa Rosa County has been awarded Federal funds made available through the Department of Homeland Security/Federal Emergency Management Agency (FEMA) under the Emergency Food and Shelter National Board Program (EFSP). Santa Rosa County has been chosen to receive \$29,393 to supplement emergency food and shelter programs in the county. The selection was made by the Florida State Set-Aside Committee for the Emergency Food & Shelter National Board Program. The Local Board made up of representatives from local non-profits, faith-based organizations and the business community is charged with distributing these funds among the emergency food and shelter programs in the county. These funds help expand the capacity of food and shelter programs in high-need areas. Agencies chosen to receive funds must: 1) be private voluntary non-profits or units of government, 2) be eligible to receive Federal funds, 3) have an accounting system, 4) practice nondiscrimination, 5) have demonstrated the capability to deliver emergency food and/or shelter programs, 6) have a Unique Identify Number, and 7) if they are a private voluntary organization, they must have a voluntary board. Qualifying agencies are urged to apply. Organizations interested in applying for EFSP funds must apply on the United Way of West Florida website uwwf.org/SRCPhase41 or email Melissa Lewis at melissa.lewis@uwwf.org.

The deadline for applications to be received is 5:00pm, Friday, May 31, 2024.

AGENCY LEGAL NAME:			
AGENCY PRINCIPAL (CEO/Director, etc.):			
AGENCY CONTACT FOR APPLICATION QUESTIONS:		Email:	
AGENCY CONTACT IF FUNDED:		Email:	
AGENCY PHYSICAL ADDRESS:			
MAILING ADDRESS:			
AGENCY PHONE NUMBER:			
ADDRESS WHERE FUNDED SERVICES ARE PROVIDED:			
CONGRESSIONAL DISTRICT WHERE AGENCY IS PHYSICALLY LOCATED		CONGRESSIONAL DISTRICT WHERE EFSP FUNDS ARE PROVIDED	
FEIN:			
UNIQUE IDENTITY NUMBER:			
IS AGENCY A NON-PROFIT OR UNIT OF GOVERNMENT? YES NO			
IS AGENCY DISBARRED OR SUSPENDED FROM RECEIVING FUNDS OR DONG BUSINESS WITH THE FEDERAL GOVERNMENT? YES NO			

AMOUNT REQUESTED:	\$
TOTAL BUDGET FOR PROGRAM AREA REQUESTED:	\$

PLEASE CHOOSE ONE OF THE FOLLOWING FOR YOUR AREA OF SUBMISSION.

Program funds can be used to provide the following: food, in the form of served meals or groceries; lodging in a mass shelter or hotel/motel; up to 90 days rent or mortgage payment; up to 90 days utility bill; minimal repairs to allow a mass feeding or sheltering facility to function during the program year; equipment necessary to feed or shelter people, up to a \$300 limit per item.

_____ Food, in the form of served meals or groceries.

_____ Lodging in a mass shelter.

_____ Lodging in a hotel/motel.

(Per-diem rate for mass shelter is \$12.50 per night.)

_____ Rent or mortgage payment

_____ Utility payment

_____ Minimal repairs to allow a mass feeding or sheltering facility to function during the program year.

_____ Equipment necessary to feed or shelter people, up to a \$300 limit per item.

PLEASE PROVIDE A SUMMARY OF YOUR CURRENT NEED AND SUPPORTING DATA FOR YOUR SPECIFIC REQUEST. Include how you calculated the anticipated need if your previous year's statistics do not support that need.

ATTACHMENTS REQUIRED: 1. Audits: If you are requesting \$100,000 or more in EFSP funding, provide a copy of your independent annual audit; if requesting \$50,000-\$99,999, provide a copy of your annual accountant's review.

AGREEMENT:

I have read the documentation requirements provided by the Local Board and will abide by these requirements. I also agree to attend any training workshops offered and submit full supporting materials, including standard financials and other documentation as required that substantiate expenditures. I will submit spreadsheets of expenditures (per EFSP guidelines) to receive the second payment and again at the end of Phase 41. I also agree to reimburse any unapproved expenditures. I understand that failure to comply with the Federal regulations will make my Agency ineligible for future funding. I will collaborate with other LROs to avoid duplication of benefits.

Agency Director or Board Chair

Date: _____

Minimum requirements for application (as specified by the National Board)**For a local agency to be eligible for funding it must:**

- Be nonprofit or an agency of government;
- Not be debarred or suspended from receiving Federal funding;
- Have a checking account. (Cash payments are not allowed);
- Have an accounting system or fiscal agent approved by the Local Board;
- Have a Federal Employer Identification Number (FEIN)
- Have a Unique Identify Number
- Conduct an independent annual audit if receiving \$100,000 or more in EFSP funds; conduct an annual review if receiving \$50,000 to \$99,999 in EFSP funds.
- Be providing services and using other agency resources in the specific area in which they are seeking funding;
- Practice nondiscrimination (those agencies with a religious affiliation wishing to participate in the program must not refuse services to an applicant based on religion or require attendance at religious services as a condition of assistance, nor will such groups engage in any religious proselytizing in any program receiving EFSP funds;
- Have a voluntary board if private, not-for-profit (attach a list of the board members and affiliation); and,
- To the extent practicable, involve homeless individuals and families, through employment, volunteer programs, etc., in providing emergency food and shelter services.

See the full Phase 35 manual for full details. You are encouraged to read the Phase 41 quick-reference guides in each category for an overview of the requirements.

*Local (Santa Rosa County) Board Members: Terri Jenkins, American Red Cross; Melissa Lewis, United Way of West Florida; Ashley Wilkinson Meyer, United Ministries; Tiara Piffins, Catholic Charities; Stephen Rome, Pensacola Jewish Federation; Sandra Woodbery, City of Milton; Stephan Wildish, The Salvation Army; and Stanley Donoway, Pensacola United Methodist Ministries. ♦