

NOTICE OF FUNDING AVAILABILITY IRVINE RECOVERY PLAN

Presented by
Lisa Varon, Housing Manager
Clint Whited, IRP Consultant
Frank Perez, IRP Consultant

August 4, 2022
2:00 p.m. to 3:30 p.m.

CITY OF IRVINE



Agenda

1. Eligible Applicants
2. Available Funding by Eligible Activity
3. Application Timeline
4. Submission Guidelines
5. Selection and Contracting
6. Questions and Answers
7. For More Information

Logistics

- All participants will be muted during the webinar
- Questions may be submitted using the “Q&A” function at the bottom of your screen
- Simple procedural questions may be addressed live during the recorded session
- More detailed policy questions will be considered after the webinar, with responses to those questions posted to cityofirvine.org/IRP on August 17

1. ELIGIBLE APPLICANTS

Eligible Applicants

- Nonprofit agencies, organized under section 501(c)(3) of the IRS Code, able to implement the approved project within the boundaries of the City of Irvine
- Applicants must demonstrate appropriate programmatic and financial capacity to design and implement the proposed project in accordance with City policies
- The best qualified Applicants will have a successful track record developing and implementing similar projects using grant funds and other leveraged sources

2. AVAILABLE FUNDING BY ELIGIBLE ACTIVITY

Available Funding by Eligible Activity

| Activity Funding | Amount |
|-------------------------------|--------------|
| Vulnerable Populations Grants | \$ 2,200,000 |
| Small Business Grants | \$ 2,200,000 |
| Emerging Nonprofits Grants | \$ 300,000 |
| Total Activity Funding | \$ 4,700,000 |

Vulnerable Populations Grants

City has allocated \$2,200,000 in IRP funds for Vulnerable Populations

- Grant provided over a two-year period
- Eligible Applicants: Nonprofits - 501(c)(3)
 - Organizations proposing programs that provide services / direct financial assistance to Irvine community
 - Organizations with capacity to provide services and direct financial assistance to the Irvine Community
- Grant range
 - Min. \$100,000 to max. \$300,000 over two years
- Must demonstrate need
 - Support “need” for proposed activity in addition to existing COVID-19 recovery assistance programs, with verifiable data

Vulnerable Populations Grants

All program beneficiaries must be Irvine residents

To qualify for programs that provide direct assistance under the Vulnerable Populations Grant, participants will be required to have a household income that does not exceed 80% of the Area Median Income (AMI)

| Household Size | Gross Income Limit* |
|----------------|---------------------|
| 1 | \$ 75,900 |
| 2 | \$ 86,750 |
| 3 | \$ 97,600 |
| 4 | \$ 108,400 |
| 5 | \$ 117,100 |
| 6 | \$ 125,750 |

- ** Represents 2022 Income Limits*

Vulnerable Populations Grants

Eligible activities under the Vulnerable Populations Grants include:

- Information and referral service (i.e., community resource navigation)
- Job training and job transition
- Financial coaching and literacy
- Senior services
- Mental health services (non-duplicative of Be Well)
- Resources to address immediate needs (food, shelter, clothing, other) – (rental payments made directly to landlord)
- Transportation assistance
- Legal assistance
- Childcare scholarships (payments made directly to service provider)

Vulnerable Populations Grants

Allowable expenses under Vulnerable Populations include:

- For Programs
 - Program related personnel and benefits
 - Program related supplies
- For Direct Assistance of Tangible Benefits
 - Program food, clothing and essential household supplies provided to applicants
- For Direct Childcare Assistance/Scholarships
 - Childcare assistance to income qualified households
- Direct Childcare Assistance/Scholarships
 - Assistance to income qualified households
- Direct Rent or Utility Assistance
 - Rent or utility assistance to income qualified households

Small Business Assistance Grants

City has allocated \$2,200,000 in IRP funds for Small Business Assistance

- Grant provided over a two-year period
- Eligible Applicants: Nonprofits - 501(c)(3)
 - Organizations proposing programs serving small businesses
 - Organizations with capacity to provide services or financial assistance to Irvine's small businesses community
- Grant range
 - Min. \$100,000 to max. \$300,000 Provide programmatic services
 - Min. \$100,000 to max. \$2,200,000 Provide direct financial assistance (grants)
- Must demonstrate need
 - Support "need" for proposed activity in addition to existing COVID-19 recovery assistance programs, with verifiable data

Small Business Assistance Grants

To qualify for assistance, small businesses will be required to meet the following requirements:

- Employ 25 or fewer full-time equivalent employees, including business owner
- Operate within the City of Irvine since March 13, 2020 or earlier
- Must be physically located in the City of Irvine, including home-based businesses
- Hold a valid City of Irvine Business License
- That are not imminently at risk of closure or bankruptcy (based on review of Profit and Loss Statements and Balance Sheets)

Small Business Assistance Grants

Eligible Activities Under the Small Business Assistance Grants Include:

- Resource navigation (e.g., information, referrals)
- Technical Assistance (e.g., accounting, information tech., capitalization, marketing)
- Direct financial support in the form of grants (e.g., rental assist., payroll, personal protective equipment, grant for childcare business)

Small Business Assistance Grants

Allowable Expenses Under Small Business Assistance Include:

- Small Business Assistance Programs
 - Program-related personnel and benefits
 - Program-related supplies
- Direct Assistance
 - Grants to small businesses for income loss during COVID-19
 - Grants to small businesses for job & resource navigation assistance
 - Grants to small businesses for rental assistance
 - Grants to small businesses for general operating assistance

Emerging Nonprofits Grants

City has allocated \$300,000 in IRP funds for Emerging Nonprofits Serving Diverse Communities Grants

- Grant provided over a two-year period
- Eligible Applicants: Nonprofits - 501(c)(3)
 - Organizations with ten or fewer employees
 - Operating Budget of no more than \$300,000
- Grant Range
 - Min. \$60,000 to max. \$100,000 over two years
 - Min. application of \$15,000 annually to develop organizational capacity

Emerging Nonprofits Grants

Eligible Activities Under Emerging Nonprofits Serving Diverse Communities Grants Include:

- Building operational capacity
- Scholarships
- Must provide services to the Irvine community for:
 - Activities listed under the Vulnerable Populations Grants; or
 - Activities listed under the Small Business Assistance Grants
- Required services may be provided during the second year of the grant as a “next step” in capacity building process

Emerging Nonprofits Grants

Allowable Expenses Under Small Business Assistance include:

- Programs
 - Program related personnel and benefits
 - Program related supplies
- Direct Assistance of Tangible Benefits
 - Food, clothing and essential household supplies
- Direct Childcare Assistance/Scholarships
 - Assistance to income qualified households
- Direct Childcare Assistance/Scholarships
 - Assistance to income qualified households
- Direct Rent or Utility Assistance

Emerging Nonprofits Grants

Allowable Expenses Under Emerging Nonprofits Grants include:

- The minimum \$15,000 annually to develop organizational capacity can be used as follows:
 - Foundational Support (e.g., Administrative and financial systems, human resources systems, grants and contracts management, registration and taxation compliance)
 - Organizational Development (e.g., communications, marketing, budgeting, fundraising, strategic planning, program design)
 - Building the Team (e.g., Board of Directors, staff, and volunteer development and training)
 - Increasing Impact (e.g., additional program staff and supplies)

Emerging Nonprofits Grants

Other Allowable Expenses Under Emerging Nonprofits Grants include:

- Capacity Building
 - Administrative/financial systems, human resources, contracts management, registration and taxation compliance
 - Developing plans for communications, marketing, budgeting, fundraising, strategic planning, program design
 - Board, staff, and volunteer development/training
 - Additional program staff and supplies
- Services
 - Allowable expenses as listed in Vulnerable Populations Grants and Small Businesses Assistance Grants

3. APPLICATION TIMELINE

Application Timeline

| Date / Time * | Event / Deadline |
|----------------------------|--|
| August 4, 2022 | Application Technical Workshop |
| August 4, 2022 | NOFA materials posted to cityofirvine.org/IRP |
| August 11, 2022, 5:00 p.m. | Deadline for applicants to submit questions at IRP@cityofirvine.org |
| August 17, 2022, 5:00 p.m. | Responses to FAQs issued by City |
| August 24, 2022, 5:00 p.m. | Applications Due electronically to IRP@cityofirvine.org . No exceptions. |
| September 14, 2022 | Community Services Commission / Diversity, Equity, and Inclusion Committee Meeting: Applicant Presentations |
| September 28, 2022 | Community Services Commission / Diversity, Equity, and Inclusion Committee Meeting: Funding Recommendations |
| October 11, 2022 | City Council Funding Allocation |

*Dates subject to change

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4. SUBMISSION GUIDELINES

Submission Guidelines

- Obtain the appropriate application form at www.cityofirvine.org/IRP
- There are three different application forms:
 - IRP Vulnerable Populations Grants
 - IRP Small Business Grants
 - IRP Emerging Nonprofits Grants – *Must also submit either IRP Vulnerable Populations Grants application or IRP Small Business Grants application*
- Be sure to submit the correct application form(s) that correspond with the activity type

Submission Guidelines

- Complete all sections of the application
- Gather all required attachments
- Submit the application form and all required attachments as one or two PDF documents via email to: IRP@cityofirvine.org by 5:00 p.m. on Wednesday, August 24, 2022

Submission Guidelines

- Applications that are incomplete, exceed the prescribed response limits, have content errors or deficiencies, or are submitted after the deadline may be rejected
- Once submitted, applications may not be amended, unless the amendment has been requested by the City
- The City reserves the right to contact an applicant if additional information is required
- The City reserves the right to accept or reject any and/or all application proposals either in whole or in part

Submission Guidelines

Language Access Pursuant to Executive Order 13166

한국어로 된 서류 안내 및 번역에 대해 더 많은 정보가 필요한 경우, 949-724-7430 의 Keri Bullock (으)로 문의해 주시기 바랍니다.

Nếu bạn cần biết thêm bất kỳ thông tin nào liên quan đến thông báo này hoặc tài liệu dịch thuật tiếng Việt, vui lòng liên hệ Keri Bullock tại 949-724-7430.

如果您需要进一步了解关于此通知或这些文件的中文译本方面的信息，请联系 Keri Bullock 的 949-724-7430.

Si necesita más información sobre este aviso o la traducción de documentos en español, comuníquese con Keri Bullock al 949-724-7430.

از طریق Keri Bullock صورت نیاز به اطلاعات بیشتر در رابطه به این اعلامیه و یا ترجمه اسناد به فارسی، لطفاً با به تماس شوید 949-724-7430 راه ارتباطی.

この通知または日本語での文書の翻訳に関する詳細情報が必要な場合は、949-724-7430 に Keri Bullock に連絡してください。

إذا كنت ترغب في الحصول على أي معلومات إضافية تتعلق بهذا الإشعار أو بترجمة المستندات باللغة العربية، فيرجى Keri Bullock على 949-724-7430 الاتصال بـ

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5. SELECTION AND CONTRACTING

Selection and Contracting

- Housing Division review for completeness, eligibility, regulatory compliance, and applicant capacity
- Consideration by the Grant Review Subcommittee comprised of two representatives each from the:
 - Community Services (CS) Commission
 - Diversity, Equity, and Inclusion (DEI) Committee
- One Grant Review Subcommittee meeting for Applicant Presentations and one to determine funding recommendations to the City Council
- Final funding decisions by the City Council
- Written notice to all applicants of funding decisions

Selection and Contracting

- Contracts to be issued October 2022
- Contract periods of performance:
 - November 1, 2022 through October 31, 2024
- All contracts will be monitored either in person or remotely
- All contracts will have monthly or quarterly reporting requirements
- All contracts are reimbursable

Selection and Contracting

- The City will receive questions at IRP@cityofirvine.org through August 11, 2022, at 5:00 pm
- The City will provide written responses to questions received by no later than August 17, 2022, at 5:00 p.m.

6. QUESTIONS AND ANSWERS

7. FOR MORE INFORMATION

Visit cityofirvine.org/IRP

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Irvine Recovery Plan Programs

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