

Emergency Food and Shelter Program – Escambia Jurisdiction Agency Application for Phase 33 Funding – 2016

*The Florida State Set-Aside Committee has made its Phase 33 Florida state set-aside allocation determinations for the \$525,068 allocated by the Emergency Food and Shelter Program National Board. Escambia County did not qualify for a direct allocation of EFSP funds (due to unemployment and poverty indexes) but the state set-aside committee has allocated a total of **\$38,094** to Escambia County for emergency food and shelter services for Phase 33-2016. Funding applications will be reviewed by the Emergency Food and Shelter Program Local Board*, which will make recommendations to the National Board. This is identified as 2016 Phase 33. Please review the basic criteria for receiving funding before submitting your application (noted on page 3). If you meet the criteria, submit the following application to: EFSP Local Board, c/o Kelly Litster, United Way of Escambia County, 1301 West Government, Pensacola, FL 32502, by mail or hand-delivered **no later than 5:00 pm, Tuesday, September 13, 2016.***

AGENCY LEGAL NAME:			
AGENCY PRINCIPAL (CEO/Director, etc):			
AGENCY CONTACT FOR APPLICATION QUESTIONS:		Email:	
AGENCY CONTACT FOR EFSP, IF FUNDED:		Email:	
AGENCY PHYSICAL ADDRESS:			
MAILING ADDRESS:			
ADDRESS WHERE FUNDED SERVICES ARE PROVIDED:			
CONGRESSIONAL DISTRICT WHERE AGENCY IS PHYSICALLY LOCATED		CONGRESSIONAL DISTRICT WHERE EFSP FUNDS ARE PROVIDED	
FEIN:			
DUNS:			
EMAIL :		FAX:	
AGENCY PHONE:			
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; one month's rent or mortgage payment; one month's 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

One month's rent or mortgage payment

One month's 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

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. Read the most recently published Phase 33 Manual for specifics.

ATTACHMENTS REQUIRED: 1. Audits: If you are requesting \$50,000 or more in EFSP funding, provide a copy of your independent annual audit; if requesting \$25,000-\$49,999, provide a copy of your annual review. 2. LRO Certification (**executed**)

AGREEMENT: I have read the Phase 33 Manual and other 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) in order to receive the second payment and again at the end of Phase 33. I also agree to reimburse any disapproved 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 Dun & Bradstreet (D&B) number (DUNS number)
- Conduct an independent annual audit if receiving \$50,000 or more in EFSP funds; conduct an annual review if receiving \$25,000 to \$49,999 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 33 manual for full details. You are encouraged to read the quick-reference guides in each category for an overview of the requirements.

*Local (Escambia County) Board Members: Jerry Kindle, American Red Cross; Major Ken Fagan, Salvation Army; Bob McLaughlin, United Way; LaFaye Hill, Homeless Advocate; Randy Wilkerson, Escambia County Housing Finance Authority; Ashley Wilkinson Meyer, Cokesbury United Methodist Church; Tracie Campbell, Catholic Charities

