

**EMERGENCY FOOD AND SHELTER PROGRAM  
EFSP - PHASE AR2009 SONOMA COUNTY  
REQUEST FOR PROPOSALS**

**FUNDING SOURCE, TIME PERIOD AND AMOUNT:**

As part of the American Recovery and Reinvestment Act (ARRA), Congress has allocated \$100 Million to the Emergency Food and Shelter Program (EFSP). The EFSP National Board has allocated \$168,336 to Sonoma County. The Sonoma County Task Force for the Homeless is the EFSP Local Board Administrative agency. The Task Force uses two percent (\$3366) of the allocation to support the funding and reporting process. \$164,970 will therefore be recommended by the Local EFSP Board to supplement existing food and shelter programs for people experiencing economic emergencies. Funds originate from the Federal Emergency Management Agency (FEMA). All funds must be fully expended by December 31, 2009.

**TO BE ELIGIBLE FOR EFSP FUNDS, AN APPLICANT ORGANIZATION MUST:**

- ✓ Demonstrate the capability to provide emergency food, emergency shelter, or one-time utility or rental assistance in Sonoma County.
- ✓ Propose to use funds to supplement or expand existing programs and services.
- ✓ Be a non-profit corporation or an agency of government. (Religious organizations with non-profit status are eligible).
- ✓ Have, or use a fiscal agent with, an accounting system approved by the Local Board.
- ✓ Maintain a checking account in a federally insured bank.
- ✓ Conduct an independent annual audit if receiving \$50,000 or more, or a financial review if receiving \$25,000 or more in EFSP funds in any one year.
- ✓ Have a Federal Employer Identification Number (FEIN) or be securing one.
- ✓ Not discriminate based on age, race, sexual orientation, national origin, disability, religion, source of income, marital status, or familial status.
- ✓ If private non-profit, have a voluntary Board of Directors.
- ✓ Provide required reports and documentation in a timely manner to the Local Board.
- ✓ Spend all monies only on eligible costs (*see Eligible Costs Chart*) and keep complete documentation on expenditures for at least three years after the end of the program.

**AN APPLICANT ORGANIZATION MUST NOT:**

- ✓ Propose to use EFSP funds to develop new programs or compensate for lost funding or budget shortfalls.
- ✓ Charge program participants a fee for service.
- ✓ Refuse services to an individual based on religion or require attendance at religious services as a condition of assistance. Furthermore, an agency may not engage in any religious proselytizing within any program receiving EFSP funds.
- ✓ Require an individual to attend counseling activities as a condition of assistance.
- ✓ Conduct lobbying activities using EFSP funds.
- ✓ Act as a vendor for itself or other EFSP-funded agency, except for shared maintenance fees for food banks.

**FUNDING CRITERIA:** If the applicant complies with the eligibility requirements above, the proposed program will be evaluated on its capacity to provide the food and/or shelter services, including prior EFSP performance; the projected impact of funding; geographic and

demographic distribution of services; and the extent to which the proposed program meets one or more of the following preference criteria. Shelter providers are expected to participate in the HMIS System.

**PREFERENCE CRITERIA:**

- ✓ Meets the specialized needs of homeless individuals with mental health, physical, medical, or substance abuse disabilities.
- ✓ Facilitates access for homeless individuals to other sources of services and benefits.
- ✓ Places special emphasis on identification of and assistance to the elderly, families with children, Native Americans and/or veterans.
- ✓ Provides specialized support to individuals transitioning from temporary to permanent housing.
- ✓ Involves homeless individuals and families (through employment, volunteer programs, etc.) in providing emergency food and/or shelter services.

**Applicant Programs Currently Funded Under EFSP Phase 27 (2009) May Complete The Short Application Form. Applicant Programs Not Currently EFSP Funded Must Complete The Full EFSP AR09 Application Form, Even If Other Agency Programs Do Receive EFSP Funds.**

**Applications may be requested from the Task Force office or downloaded from: <http://www.sonomacountyhomeless.org/>.**

**Applicant Agencies not funded through EFSP Phase 27 in 2009 are required to be represented at the [EFSP AR'09 Applicant's Workshop Friday May 1<sup>st</sup>, 2009 from 10:30 am to noon](#), at the Task Force for the Homeless office (address below)**

**Proposals must be received by 5pm on Monday, May 11, at  
Sonoma County Task Force for the Homeless  
3315 Airway Drive, Santa Rosa, CA 95403.  
(entry faces Center Street)**

**12 printed copies are required.**

**An electronic copy is requested in addition, sent to [scfhmls@pacbell.net](mailto:scfhmls@pacbell.net) or submitted on CD with the printed copies**

**LATE PROPOSALS CANNOT BE ACCEPTED.**

**For Questions Please Contact:  
Georgia Berland, EFSP Local Board Administrator  
Sonoma County Task Force for the Homeless  
(707) 575-4494 or 431-7559  
[gberland@aol.com](mailto:gberland@aol.com)**