



COVID-19 NONPROFIT GRANT PROGRAM

Funded by the Federal American Rescue Plan Act

Program Framework

November 2021

Background

The City of Oceanside has allocated \$1 million for a non-profit grant program, funded with a portion of the City's share of Federal American Rescue Plan Act (ARPA) funding. ARPA allocated economic stimulus funding to cities to speed up the United States' economic recovery and to address the health effects of the COVID-19 pandemic.

It is unclear how many nonprofits are based in Oceanside; however, there are over 150 Oceanside organizations categorized as "nonprofit" in the City of Oceanside's business license database, and over 850 Oceanside "tax exempt" organizations registered with the Internal Revenue Service. Several unsolicited requests from Oceanside nonprofits for City-provided financial aid have already been received; however, those organizations will be required to submit an official grant application. The City has also funded a COVID-19 Business Grant program operated by the Oceanside Chamber of Commerce and Main Street Oceanside.

Eligibility

To qualify for grant funds, applicant must be an Oceanside-based, tax-exempt, charitable organization in good standing, as described in Section 501(c)(3) of the Internal Revenue Code. Nonprofit organizations operating prior to March 1, 2020 will have priority over organizations that formed more recently.

Applicants must demonstrate how their organization suffered from loss of income, and/or how their operations help to address negative impacts in Oceanside caused by COVID-19, either through their existing operations or through a new, proposed program or activity for which they are requesting grant funding.

Priority will be given to activities or programs in which participants are economically disadvantaged per HUD's Qualified Census Tract guidelines. A map of Oceanside's HUD Qualified Census Tracts is available online at <https://www.huduser.gov/portal/datasets/qct.html>.

HUD Qualified Census Tract guidelines include the following:

- Organizations where grant-funded services are provided, or participants reside, in HUD Qualified Census Tract
- Participants in grant-funded program or activity earn less than 60% of metropolitan area's median income
- Over 25% of intended participants in grant-funded program/activity are below federal poverty line

Grant funds may be used for general operating costs, program support, technology and equipment, scholarship funds, new strategic initiatives and/or capital projects. Additionally, grant recipients must comply with City Council Policy #200-09 – Financial Reporting Requirements for Non-Profit Organizations (attached). A template will be provided by the City of Oceanside’s Financial Services Department for organizations to report the usage of their grant funds. The City of Oceanside reserves the right to request a third party conducted audit should the reporting submitted by the nonprofit organization require additional review.

Award Amounts

Grant amounts will be divided into two categories:

- Grants to offset revenue losses to the organization due to COVID-19 will range from \$1,000 - \$10,000.
- Grants for specific programs or activities to help to address negative impacts in Oceanside caused by COVID-19 will range from \$5,000 - \$50,000

Organizations may apply in both of the above categories. Awards will be determined using an objective scoring rubric based on the eligibility requirements mentioned above. Lost revenue grants will be disbursed in a single allocation. Program grants must be expended within no more than twelve (12) months and will require submission of performance reports and financial documentation pursuant to City Council Policy #200-09 – Financial Reporting Requirements for Non-Profit Organizations as stated above.

Application Questions:

- Is your organization an Oceanside-based, tax-exempt, charitable or business league organization in good standing, as described in Section 501(c)(3) of the Internal Revenue Code?
- Was your organization established prior to March 1, 2020? If no, what date was your organization established?
- Is your organization requesting funds to support existing operations, or for a new program/activity?
- Was your organization forced to cease or significantly reduce its operations as a result of COVID-19? If yes, describe.
- Approximately how many Oceanside community members does your organization serve?
- Describe how your organization’s operations, or proposed program, help to address negative impacts in Oceanside caused by COVID-19.
- Does your organization serve populations disproportionately impacted by COVID-19? If yes, describe.

- Does your organization serve Oceanside HUD Qualified Census Tracts? If yes, describe.
- Describe how the COVID-19 pandemic negatively impacted your organization financially: (include 2019, 2020 and 2021 income statements)

Scoring Rubric

Grant awards will be based on a point system taking into account:

- Longevity of organization
- Activity/program is provided in, or to residents of, HUD Qualified Census Tracts
- Number of Oceanside community members served related to overall budget
- Ability to demonstrate how organization helps to address negative impacts of COVID-19 on Oceanside residents
- Severity of negative financial impact due to COVID-19
- Bonus points for demonstrating organization's service to disproportionately impacted populations

Program Execution

The COVID-19 nonprofit grant program will be managed in-house by the Economic Development Division. An interdepartmental committee made up of staff representatives from Economic Development, Finance, Housing and Neighborhood Services, Library and Parks and Recreation will cooperatively develop an objective scoring rubric based on the eligibility requirements and example questions mentioned above. The committee will cooperatively review applications and determine grant awards using the objective scoring rubric.

It is anticipated that the program will be ready to advertise, with a 30-day application period, in late November/early December 2021. Assuming approximately one month for staff to review applications, grants will be awarded in late January/early February 2022.