Addressing Rural and Tribal Data Gaps Grant

A HUD Section 4 Capacity Building Grant Opportunity

August 7, 2019 at 3:00-4:00 pm EDT
Agenda

- About Enterprise Community Partners
- About the Section 4 Program
- Addressing Rural and Tribal Data Gaps Grant Overview
- Timeline
- Resources
- Reminders
- Questions
THE CONTENT included in this webinar is intended only to summarize the contents of the Addressing Rural and Tribal Data Gaps Grant Request for Proposals (RFP).

ANY CONTENT in this presentation that appears discrepant from the language in the RFP is superseded by the language in the RFP. All applicants are strongly encouraged to carefully read the RFP guidelines and adhere to them.
ONE DAY every person will have an affordable home in a vibrant community, filled with promise and the opportunity for a good life.

OUR MISSION is to create opportunity for low- and moderate-income people through affordable housing in diverse, thriving communities.
FUNDING & PURPOSE

FUNDING is made available through the U.S. Department of Housing and Urban Development’s Section 4 Capacity Building for Community Development Program.

THE PURPOSE of the Section 4 Program is to enhance the technical and administrative capabilities of

- Community Development Corporations (CDCs)
- Community Housing Development Organizations (CHDOs)
- Tribal Organizations (as defined by HUD)

...to carry out community development and affordable housing activities for the benefit of households with low incomes (80% AMI or below).
ELIGIBILITY REQUIREMENTS
• Applicants must meet the eligibility requirements as described in Appendix A.

HUD REQUIREMENTS
• CDCs, CHDOs, and tribal organizations (as defined by HUD).
• Proposed activities/programs/projects must directly build the capacity of the applicant organization.

ENTERPRISE REQUIREMENTS
• Demonstrated Staff Capacity

ELIGIBILITY CHANGES FOR MEMBERSHIP GROUPS

ADDITIONAL INFORMATION
Applicants unsure of their eligibility are encouraged to view the Eligibility Requirements online tutorial or email RFP@enterprisecommunity.org.
OVERVIEW

GENERAL INFORMATION

• Single step application
• Applications must be submitted through SlideRoom, an online application portal
• Applicants may submit only one application
• Applicants that have active awards and/or pending applications with other Section 4 intermediaries (LISC or Habitat for Humanity Int’l) can still apply but should not request funding for the same costs
• All application material and information is available on our Enterprise Grants website
• Applications will be accepted from eligible organizations operating nationwide
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OVERVIEW

GENERAL INFORMATION

• Total amount to be awarded: $150,000

• Anticipated awards: up to $60,000 each

• Requests should be reasonable based upon proposed activities to be performed

• If awarded, the period of performance will begin on the 1st of the month following the execution of the grant by both parties (ECP and Grantee)

• No costs may be incurred prior to the period start date

• Applications should be submitted by an authorized representative of the organization.

• Consultants may not submit applications on behalf of the applicant organization
APPLICATION QUESTIONS:

ORGANIZATION INFORMATION

• Applicant/Organization Name
• Other Name(s)/Acronyms
• Federal Tax ID/EIN
• Is your organization an IRS-registered, tax-exempt 501(c)(3) organization? If yes, upload a copy of your organization’s IRS Letter of Determination to verify 501c3 status
• Mailing Address, City, State/Territory, Zip Code
• Federal Congressional District and Congressional Representative Name
• Primary and Secondary Contact Information, Emails, and Phone Numbers
• Names, Contact Information, and Description of Experience for up to 2 Key Project Personnel
APPLICATION QUESTIONS:
NARRATIVE AND BUDGET

STATEMENT OF PROBLEM (up to 20 points)
Describe the data limitation(s) or problem(s) your organization is trying to overcome through your proposed data collection and/or analysis efforts.

Make sure to include how these grant funds and voluntary monthly one-on-one technical assistance calls will help the organization better understand community needs, design programs, or evaluate successes of projects or programs that improve housing stability for low-income and other vulnerable populations.

We are also interested to know if the proposed efforts will help address issues of racial and/or systems inequities.

LIMIT 500 words
APPLICATION QUESTIONS:
NARRATIVE AND BUDGET

PROPOSED USE OF FUNDS (up to 20 points)
Describe how the organization will plan to use its grant funds and how these expenditures will help the organization address the data limitation(s) or problem(s) described previously.

LIMIT: 400 words
APPLICATION QUESTIONS: NARRATIVE AND BUDGET

IMPLEMENTATION (up to 15 points)
Describe how the organization will implement the work to be funded by this grant award.

Make sure to identify key staff who will work on the project and demonstrate the organization has the capacity to implement the proposed work with limited, optional monthly support from Enterprise staff.

LIMIT 400 words
KNOWLEDGE SHARING & FACILITATING CHANGE (up to 10 points)

In what ways will key personnel plan to share the outcomes of the work funded by this grant award with other people involved in your organization and/or external audiences?

Discuss with whom you plan to share the outcomes of the work (internal stakeholders, external stakeholders, or both) and the way(s) in which you will tell them about the successes and challenges experienced while undertaking the work funded by the grant award.

LIMIT 250 words
APPLICATION QUESTIONS:
NARRATIVE AND BUDGET

BUILDING ORGANIZATIONAL CAPACITY
(up to 35 points)

How will the grant funding and optional monthly technical support calls delivered through this award contribute to any of the following results for your organization?

- Enhance your organization’s ability to collect and/or analyze data in the future
- Enhance your ability to collect and/or analyze data for other projects or programs
- Contribute to the organization’s ability to close equity gaps and improved or expanded projects in the short and long term

LIMIT 400 words
APPLICATION QUESTIONS: NARRATIVE AND BUDGET

BUDGET

Submitted budget must reflect use of grant funds.

Remember to download our budget form using the link provided in the SlideRoom application (and below) before uploading your budget. This is the ONLY form that will be accepted. No substitutes.

Download the form here: https://tinyurl.com/y6nd50xz
APPLICANTS MUST MEET THE FOLLOWING REQUIREMENTS

- Proposed activities must address the needs of low-income households as required under the Section 4 program (80% AMI or lower).

  A low-income household is defined as a single person who may be elderly, displaced, disabled, near elderly, or any other single person, a group of persons residing together, or any persons occupying a housing unit.

- Applicants must meet eligibility requirements as described in Appendix A. Refer to the Eligibility Requirements tutorial on Enterprise’s website for more information.

Applications that do not meet the threshold requirements will not be reviewed.
APPLICATION MATERIAL AND SUBMISSION PROCESS

• The RFP and access to SlideRoom are available on Enterprise’s Grants webpage

• After creating an account, applicants can review the questions they must answer before beginning their application

• SlideRoom automatically saves work as it is entered

• Applicants can log in and out as many times as needed to complete the application
APPLICATION MATERIAL AND SUBMISSION PROCESS

• 72 hours before the deadline, SlideRoom will send out email reminders to applicants who have not yet submitted their applications

• Within a week of the deadline, a countdown timer will appear in SlideRoom to help applicants across time zones know exactly how much time is left to submit

• Carefully review your application before submitting

• If you have omitted any required questions, a red link will appear at the top of the screen to take you back to those questions

• Once an application is submitted, changes cannot be made. No exceptions will be made.
• After submitting the application, you will see a confirmation screen with a confirmation ID number and the date of submission.

• You will also receive a confirmation email with information pertaining to the submission. Keep this email for your records.

• You may also print applications from SlideRoom. Cannot be saved as a Word or PDF file.

• Recommendation: Use MS Word to prepare narrative responses. Copy/paste into application fields.
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OVERVIEW

SUBMISSION DEADLINE

- Applications must be submitted via SlideRoom by 11:59pm EDT on September 6, 2019
- Carefully review applications before submitting them
- Requests to change an application after it has been submitted will not be permitted
- Late and hard copy applications will not be accepted, nor will any applications submitted outside of SlideRoom
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TIMELINE

IMPORTANT DATES

• RFP Issue Date
  August 1, 2019

• Grant Applicant Q&A Webinar
  August 7, 2019 at 3pm EDT

• Deadline for Submitting Questions
  September 6, 2019 at 4:00pm EDT

• Submission Deadline for RFP Application
  September 6, 2019 at 11:59pm EDT

• Funding Award Notifications (via email)
  October 10, 2019
RESOURCES FOR APPLICANTS

• Frequently Asked Questions
  NOTE: the FAQ was published based upon Enterprise’s 2019 National Section 4 Letters of Interest grant opportunity issued in June. Certain sections and questions will not apply to this RFP opportunity. If any information is discrepant, the RFP language supersedes language in the FAQ.

• Eligibility Requirements

• Enterprise Grants Guide
  NOTE: Page 3 of the Guide lists the five Administrative Requirements to meet if awarded grant funds.

• Section 4 Tutorials in Enterprise Resource Center

• Racial Equity webinar, worksheet and toolkit
FOR APPLICANTS

- Applicants may submit only **one** proposal to this open Section 4 RFP.

- Enterprise will **only** consider RFPs from applicants that:
  - Have met the threshold requirements
  - Submitted an application via SlideRoom, the online application portal
  - Submitted an application by September 6, 2019, 11:59 p.m. EDT

- Requests to change applications will not be permitted.

- Late submissions, hard copies, or applications submitted outside of SlideRoom **will not** be accepted.
APPLICANT QUESTIONS

- Submit general questions about the RFP anytime to rfp@enterprisecommunity.org

- Submit technical questions about using SlideRoom to support@slideroom.com from Monday – Saturday, 9 am – 9 pm Central time
QUESTIONS?
rfp@enterprisecommunity.org