

# Capacity Building Funding Opportunity

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INFORMATIONAL WEBINAR

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# Agenda

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LAHSA's Capacity Building & RFP Background

RFP Eligibility

What Does This RFP Fund?

Capacity Building Assessments & Implementation Projects

Core Capacity Assessment Tool (CCAT)

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Application Review & Selection Process

Questions from the Audience

**All materials available at <http://homeforgoodla.org/grantseekers>**

# LAHSA & RFP Background

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RFP is partnership between United Way of Greater Los Angeles and Los Angeles Homeless Services Authority (LAHSA)

# Eligibility

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All nonprofit homeless service providers and non-profit housing developers in LA County are eligible to apply.

Agencies can only apply one time.

- If you've already been awarded funding through this RFP, you cannot reapply.

Applicants do not need to currently administer a LAHSA or CES contract to qualify for this RFP.

Public funding comes from Measure H so applications should focus on how this funding will address your capacity building needs to better serve people experiencing homelessness.

Describe your types and levels of services for people experiencing homelessness and demonstrate a connection or partnership with CES leads and the service community.

# What is Capacity Building?

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The goal of capacity building is for non-profit organizations to strengthen the internal tools, systems, and equipment so they can scale and increase service delivery to the community's most vulnerable.

Awarded agencies qualify for up to \$100,000 in Measure H public funding and Home for Good Funders Collaborative private funding to invest in capacity building projects.

# Eligible For Funding

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## Examples of Eligible Funding Requests

IT systems upgrades (computers, laptops, software, databases, and licenses)

Fundraising and resource development

Design of contracts and grants management systems

Development of policies and procedures related to human resources and finance

Leadership development and specialized training for board and organization staff

Implementation of program reporting and data management systems

Funds for partial staff time essential to completion of the capacity building project may be considered. No more than 10% of the total requested budget may be allocated to staff time.

# Ineligible For Funding

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## Examples of Ineligible Funding Requests

Hiring of recruiters, grant writers or consultants as temporary staff

Purchase of land or office space (capital campaigns)

General operating and administration costs

Reserve funds

# Capacity Building Assessments & Implementation Projects

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Agencies that have not completed a formal capacity needs assessment can request up to \$8,000 to work with a consultant to develop one.

If your organization has completed a formal capacity needs assessment in the last 3 years, please include it with your application.

Implementation projects must connect to the recommendations identified in a formal capacity needs assessment.

LAHSA has a list of pre-approved consultants who are familiar with this RFP and have expertise in addressing organizational capacity building.

- Handout is available on the Grantseekers website with the application materials.



# Core Capacity Assessment Tool (CCAT)

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All awarded agencies complete the Core Capacity Assessment Tool (CCAT)

<https://www.tccgrp.com/product/core-capacity-assessment-tool-ccat/>

- CCAT taken twice: once at beginning (benchmark) and again at conclusion (comparison)
- CCAT measures four areas: Adaptive Capacity, Leadership Capacity, Management Capacity, and Technical Capacity

If your organization has taken the CCAT in the last 6 months, please include a copy of the report with your application.

- Your organization qualifies for implementation funding (no need for additional assessments) and you'll only need to take the CCAT once at the conclusion of your grant.

# Application Materials

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The following documents are required for an application to be complete:

Part I: Organization Overview

Part II: Project Narrative

Part III: Other Attachments

Letter of Support from Board of Directors

IRS 501 (c) 3 Determination Letter

IRS Form 990 and Audited Financial Statements for most recent fiscal year

Vendor/Consultant Quotes & Vendor Request Form

Part IV: Budget Template

Optional Documents: LAHSA Risk Assessment or other types of Risk Assessments

# Application Review Timeline

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All applications are due by 8 a.m. on Monday, February 17 via email to [rfp@unitedwayla.org](mailto:rfp@unitedwayla.org).

Applications will be reviewed in March by a panel representing United Way of Greater LA, LAHSA, Home for Good Funders Collaborative, and other systems partners.

Decisions are anticipated in April with contracting to begin after.

All public funding will be granted to awarded agencies by June 30, 2020.

# Thank You!

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Email [rfp@unitedwayla.org](mailto:rfp@unitedwayla.org) for additional questions.

Access all RFP materials at  
<http://homeforgoodla.org/grantseekers>