



ROCKBRIDGE COUNTY CARES FUND **Grants for Not for Profit Agencies**

The Community Foundation for Rockbridge, Bath and Alleghany has been requested by the County of Rockbridge to administer the distribution of grants to not for profit agencies adversely impacted by the COVID-19 pandemic. Funding for the grants comes to the County from the federal government via the Coronavirus Aid, Relief, and Economic Security (CARES) Act passed by Congress in March.

CFRBA and the County of Rockbridge recognize the vital importance of our local not for profit agencies to the community and recognize the urgency of responding to the negative impact caused by the pandemic. Funds are limited, and the CARES Act imposes certain restrictions on the use of the money as grants to agencies.

TO BE ELIGIBLE FOR THIS FUNDING, YOU MUST PROVIDE PROOF OF IMPACT DUE TO THE AFFECT OF THE CORONAVIRUS ON YOUR AGENCY. There may be a cap on the amount you receive based on the number of applications received for this funding. The size of your not-for-profit, your immediate needs, how you serve the community in ways that meet the needs of those that have been impacted by COVID-19, and how many citizens are served by your mission will all be taken into consideration.

To ensure that grants are distributed quickly while maintaining proper oversight of applications, CFRBA intends to disburse money after all qualifying applications are reviewed. THE DEADLINE FOR APPLICATIONS IS MIDNIGHT SEPTEMBER 15, 2020. We will keep this information confidential. However, we will be providing your agency name, the purpose of funding, and amount funded to the County of Rockbridge for transparency regarding the funding we provide on their behalf.

Eligibility Requirements

Not-for-Profit Agency must:

- Be a non-profit organization with a principal place of business located within the County or with Substantial activities occurring within the County.
- Have organizational missions, and relief efforts focused on the areas of food, medical, transportation, utilities, childcare, emotional health, therapeutic community recreation, and housing assistance.
- Be established and operating prior to January 1, 2020 AND have impacted needs from COVID-19 that were NOT part of your approved operating budget prior to March 2020.
- Demonstrate an adverse impact and increased activities to meet community needs due to the COVID-19 pandemic, with funded expenses that occur between March 1, 2020, and December 30, 2020
- Be open for business or will re-open (in person or online) before September 1, 2020



ROCKBRIDGE COUNTY CARES FUND **Grants for Not for Profit Agencies**

Restrictions:

In accordance with CRF guidelines, CFRBA shall ensure and certify that no grant funding can be used for state and/or local tax payments or public utility payments, such as water, sewer, sanitation, etc. Furthermore, funds cannot be used to make up revenue shortfalls, nor to supplant funds for costs budgeted for prior to March 27th, 2020.

Application Process

- Applications are due no later than **midnight, Tuesday, September 15, 2020**
- Paper applications should be emailed to lori.turner@cfrba.org or mailed to CFRBA, PO Box 20, Lexington, VA 24450
- Applications should be signed. If you do not have the technology to physically sign the document, your typed name in the signature block will suffice with checked box.
- Incomplete applications will be rejected
- Grantees will be notified of grant awards no later than **October 15, 2020**
- Disbursement checks will be mailed or arranged for pickup no later than **October 15, 2020**

Section 1 – Agency Information and Eligibility

- Agency name, address:
- Trade name (if different):
- Phone: _____ E-mail: _____
- Mailing address if different:
- Communication preference (phone, email, text)
- Amount Requested:

Are you a not for Profit 501c3 organization?

Yes No

When was your agency established as a not for profit?



ROCKBRIDGE COUNTY CARES FUND
Grants for Not for Profit Agencies

What is your primary agency mission?

Does your mission include areas of food, medical, transportation, utilities, childcare and/or housing assistance? If yes, please explain Yes No

Is your agency located in Rockbridge County or directly serving citizens of Rockbridge County?
 Yes No

How many citizens of Rockbridge County, Virginia does your agency directly serve?

Were the expenses you are applying for in your approved budget prior to March 2020? Yes No

Are the expenses you are applying for occurring between 3/1/20 and 12/30/20
No Yes

Are you applying for expenses related to revenue shortfalls? Yes No

Are you currently open for business (either in person or online) or do you intend to re-open on or before September 1, 2020?
Yes No



ROCKBRIDGE COUNTY CARES FUND
Grants for Not for Profit Agencies

Please describe how your agency is responding to meet community needs arising from the impact of COVID-19?

Can you demonstrate that your agency has and does provide services and/or support for community residents adversely impacted by the COVID-19 pandemic? If yes, please detail.

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You must provide the following with your application:

- Most recently approved budget prior to March 2020
- Statistical data showing impact of COVID-19
- Copy of your 501c3 determination letter



ROCKBRIDGE COUNTY CARES FUND
Grants for Not for Profit Agencies

Section 2 – Use of Funds

County of Rockbridge CARES Fund grants must be used in compliance with CRF guidelines. Acceptable uses of grant funds include items listed below directly relative to the current COVID-19 public health emergency:

- Personal Protective Equipment (PPE)
- Other equipment and supplies to promote health and safety
- Technology to facilitate e-commerce and or virtual agency operations
- Professional services related to the design and construction/alteration of a building necessary to promote physical and social distancing, and the actual costs for modifications.
- Cleaning and disinfection services
- Equipment
- Payroll costs, only for staff who spend portions of their time only focused on COVID-19 response
- Rent or mortgage costs, for impacted individuals only
- Utilities (Gas, Electric, Communication), for impacted individuals only
- Therapeutic services and activities for impacted individuals only
- Childcare for impacted individuals only
- Food, shelter and health care for impacted individuals only

Grant funds may NOT be used for:

- County and state taxes
- Public utility payments (county water and sewer bills, e.g.)
- Any eligible expenses already covered by prior CARES Act funding

I swear under penalty of perjury that I am the owner or authorized agent of the above agency and all above-contained information is true and complete. Further, that if awarded grant funds, that they will be used as described and in accordance with the CARES Act, and that I will provide any additional information requested by the Community Foundation for Rockbridge, Bath and Alleghany.

Signature of Agency Representative/Date

By checking this box and typing my name above, I am electronically signing my application

Agree