



## Coronavirus Nonprofit Relief Fund Application Guidelines

The Alaska Community Foundation (ACF) is currently accepting applications for the Coronavirus Nonprofit Relief Fund (CNRF) grant opportunity.

### **Deadline for applications:**

**Round 1: July 29, 2020, 5:00 PM**

**Round 2: August 26, 2020, 5:00 PM**

**Round 3: October 14, 2020, 5:00 PM**

**Grant Request Amount Range: \$25,000 to \$1,000,000**

**Online Application Instructions [Click Here](#)**

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The State of Alaska has set aside \$35 million from the Coronavirus Aid, Relief, and Economic Security (CARES) Act into a Coronavirus Nonprofit Relief Fund. If your organization is eligible for funding as described below, we invite you to submit a grant application.

### **KEY CONSIDERATIONS**

The CARES Act provides that payments from the CNRF may only be used to cover costs that:

- 1) Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19)
- 2) Were not accounted for in the State of Alaska's budget as approved on March 27, 2020
- 3) Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Organization's grant awards through this program will range from \$25,000 to \$1,000,000. The total grantmaking allocation for this program is \$35,000,000 for all three rounds of funding, with estimates of \$20,000,000 available in the first round, \$10,000,000 available in the second round, and the balance available in the third round.

## ELIGIBILITY

### Your organization is one of the following:

- 501(c)3 public charitable organization with 509(a)1, 509(a)2, or 509(a)3 public charitable status as designated in your IRS Determination letter
- 501(c)4 and 501(c)6 charitable organizations, but these funds cannot be utilized for lobbying or advocacy activities.
- 501(c)19 public charitable organization
- Faith-based organization providing social services to the broader community
- Tribal organization including housing authorities
- Local government

### And have experienced one or both of the following:

- Your organization experienced a loss of income caused by required closures and/or cancellations of services/programs associated with the Coronavirus pandemic.
- Your organization has incurred or will incur expenses in direct response to the Coronavirus public health emergency in one or more of the following six categories:

Eligible Expenditure Category	Nonexclusive Examples of Eligible Expenditures (from State Guidance)	Recommended Focus Areas
1. Medical	<ul style="list-style-type: none"> <li>▪ Emergency medical response expenses, and expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment.</li> </ul>	<ul style="list-style-type: none"> <li>▪ A wide variety of health-serving organizations here, e.g. medical health, mental health, substance abuse organizations, etc.</li> <li>▪ Meal delivery and distribution services for vulnerable senior groups.</li> <li>▪ Patient transportation to clinics or hospitals.</li> <li>▪ Non-emergency operation centers – to include rural area emergency response entity costs for firefighters and emergency medical technicians (EMTs), e.g. equipment, supplies, and operational costs of a rural volunteer emergency response organization.</li> </ul>

<p>2. Public health expenses</p>	<ul style="list-style-type: none"> <li>▪ Acquisition and distribution of medical and protective supplies, for medical personnel, non-tiered 1 emergency providers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers.</li> <li>▪ Disinfection of public areas and other facilities, e.g., nursing homes, in response to the public health emergency.</li> <li>▪ Technical assistance to local authorities or other entities on mitigation of threats to public health and safety.</li> <li>▪ Public safety measures undertaken in response to COVID-19.</li> <li>▪ <b>Quarantining individuals.</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Include public health communications via public media.</li> <li>▪ Prioritize manufacture and procurement of PPE and other medical/cleaning supplies.</li> <li>▪ Innovative proposals such as a one-stop shop(s) for supplies to streamline the procurement process for small rural areas.</li> <li>▪ Include purchase of assets that would be of immediate use for quarantine, and also of valuable use after the crisis, e.g. buildings, emergency transport vehicles, etc.</li> </ul>
<p>3. Payroll expenses</p>	<ul style="list-style-type: none"> <li>▪ For public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the public health emergency.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Prioritize non-profit organizations providing residential services and supports; behavioral health clinical services and supports and organizations that provide critical housing and needed support services to maintain stable housing for identified vulnerable populations.</li> </ul>
<p>4. Expenses of actions to facilitate compliance</p>	<ul style="list-style-type: none"> <li>▪ Food delivery to residents, including, for example, senior citizens and other vulnerable populations.</li> <li>▪ Facilitation of distance learning, including technological improvements, connected with school and other organizational closings.</li> <li>▪ Telework capability for employees.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Prioritize organizations addressing food security, including procurement, shipping, storage, transportation, and delivery costs related to ensuring people have food.</li> <li>▪ Encourage innovative proposals, e.g. a service provider who enhances capacity by adopting telehealth or other distance delivered service practices, expands hiring practices to include remote employees, or creating a quarantine specialist position in a village who would meet supply planes, disinfect areas, deliver food, ensure public compliance, or changing hiring practices etc.</li> <li>▪ Include costs of outreach and assistance to people who need food support due to the crisis but may not have accessed services in the past and are unfamiliar with public assistance.</li> </ul>

		<ul style="list-style-type: none"> <li>▪ Include costs of adapting practices for public health purposes such as quarantine housing, travel costs, procurement of PPE, etc. Prioritize organizations addressing child abuse and neglect, behavioral health, and domestic violence.</li> <li>▪ Include internet connectivity and distance learning projects including training employees for telework and remote working capabilities.</li> </ul>
<p>5. Expenses associated with the provision of economic support</p>	<ul style="list-style-type: none"> <li>▪ Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.</li> <li>▪ Unemployment insurance costs related to the public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Prioritize support of organizations providing technical assistance to small business' and nonprofits' ability to access relief funding, including nonprofit entities that are providing guidance on accessing funding, complying with expenditure restrictions, learning about changes to funding guidelines, tracking evolving needs, reporting, coordinating local requests to prevent overlap, etc.</li> <li>▪ Include funding for post-award technical assistance to grant recipients related to allowable expenditures, guideline interpretation, etc.</li> </ul>
<p>6. Other expenses reasonably necessary</p>	<ul style="list-style-type: none"> <li>▪ Other expenses reasonably necessary that can be tied back to COVID-19.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Prioritize childcare and summer programs that will enable parents/caregivers to return to work.</li> <li>▪ Prioritize organizations working under increased pressure due to the impacts of COVID-19 to prevent domestic violence and child abuse.</li> <li>▪ Note that some libraries, museums, and arts and cultural organizations house or offer social service programs that may be necessary to the function of community.</li> </ul>

## PLEASE NOTE:

- The requirement that expenditures be incurred "due to" the public health emergency means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred to allow the State, territorial, local, or Tribal government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures. Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments. Funds may, however, be used for purchasing assets that will be used in the short term for public health purposes, even though they may outlast the crisis – for example, a house used for temporarily quarantining people seeking lodging at a shelter.
- Organizations can receive CARES Act funding from multiple sources, but the funding cannot be duplicative. Requests for funding from this Coronavirus Nonprofit Relief Fund grant opportunity cannot include funding received through the Paycheck Protection Program (PPP), Economic Injury Disaster Loan emergency advance program (EIDL), AK CARES small business loans or other CARES Act-sourced funding.
- Any expenditures that are not determined to fit within the six categories described above will require repayment from the grantee. Grant reporting will require submission of receipts for all expenses to confirm eligibility.
- Recipient organizations must sign all state and federal assurances, as described on page 7 of these guidelines.

## RESTRICTIONS/LIMITATIONS

### The following are not eligible for grant funding:

- Individuals
- State or federal government agencies
- For profit organizations or businesses
- Private nonprofit organizations (those not identified in their IRS determination letter as 509(a)1, 509(a)2, or 509(a)3)
- Requests for support that do not fall within the funding guidelines outlined above
- Activities that improperly discriminate as to race, gender, marital status, sexual preference, age, disability, creed or ethnicity, or grants for religious indoctrination or other religious activities
- Activities outside the State of Alaska



## PROCESS

- 1) Review these guidelines to ensure that your organization is eligible for funding.
- 2) Contact Coronavirus Nonprofit Relief Fund staff at the Alaska Community Foundation (contact information below) if your organization is a strong fit with the eligibility criteria and is interested in applying. ACF is happy to discuss if your organization is a likely candidate for funding.
- 3) Log in to your account in ACF's online grant management account at <https://www.grantinterface.com/Home/Logon?urlkey=alaska>. If you are new to ACF's grant management system, establish a new account.
- 4) Submit an application to the Coronavirus Nonprofit Relief Fund, including:
  - DUNS Number
  - Approved organizational budget
  - List of board members
  - Requested amount
  - Description of need as specifically related to Coronavirus
  - Grant budget
  - Budget narrative

Applications can be saved in process and returned to for completion. Once an application is submitted, it cannot be modified by the applicant.

- 5) Grants will be reviewed in three rounds.  
**Applications are due on the following days by 5:00 PM:**  
**Round 1: Wednesday, July 29, 2020**  
**Round 2: Wednesday, August 26, 2020**  
**Round 3: Wednesday, October 14, 2020**

Award announcements should be expected within two weeks of each closing date.

We look forward to hearing from all interested organizations that would like to apply for the Coronavirus Nonprofit Relief Fund grant opportunity at The Alaska Community Foundation.

## ACF CONTACT INFORMATION

Penney Champney  
Program Manager  
[pchampney@alaskacf.org](mailto:pchampney@alaskacf.org)  
(907) 249-6640

Jessie Lavoie  
Program Manager  
[jlavoie@alaskacf.org](mailto:jlavoie@alaskacf.org)  
(907) 249-6616



## STATE AND FEDERAL ASSURANCES

**Required State and Federal Assurances includes, but is not limited to:**

### **Compliance with:**

- Civil Rights Act of 1964
- Drug Free Workplace Act of 1988
- Americans with Disabilities Act of 1990
- Alaska Human Rights Law (AS 18.80.220(a)(1))
- Health Insurance Portability & Accountability Act (HIPAA), when applicable
- Pro-Children Act of 1994 (Smoke-Free Workplace)
- Omnibus Crime Control and Safe Streets act of 1968
- Juvenile Justice and Delinquency Prevention Act of 2002
- Rehabilitation Act of 1973
- Educational Amendment Act of 1972
- Age Discrimination Act of 1975
- National Historic Preservation Act, when applicable
- Trafficking Victims Protection Act
- National Defense Authorization Act of 2013 (Whistleblower protections)
- Uniform Relocation Assistance and Real Property Acquisitions Act of 1970, when applicable
- Hatch Act
- Federal Funding Accountability and Transparency Act

### **Have the following policies in place:**

- Smoke-Free workplace
- Drug-Free workplace
- Whistleblower protections
- Conflict of Interest
- Anti-discriminatory employment and operations practices
- Record-Keeping and Access Policy