

FEMA's Emergency Food and Shelter Program Phase 42
Proposals Due: Monday, February 3, 2025

How to Apply: Email your intent to apply to Laura Engel, Manager of Community Initiatives at laurae@dayton-unitedway.org. Once you have completed your application, please email it with all required attachments to Laura Engel at United Way of the Greater Dayton Area, at laurae@dayton-unitedway.org by the end of business on Monday, February 3, 2025.

Montgomery, Greene and Preble Counties were selected as qualifying jurisdictions to receive funding from the Emergency Food and Shelter Program's National Board which is chaired by the Federal Emergency Management Agency (FEMA). EFSP, created in 1983, supplements and expands the work of local social service agencies which help people with economic emergencies. The original authorizing legislation (PL100-77) specifically calls for "sensitivity to the transition from temporary shelter to permanent homes and attention to the specialized needs of homeless individuals with mental and physical disabilities and illness and to facilitate access for homeless individuals to other sources of services and benefits."

EFSP funds must **only** be used to supplement rent/mortgage and utility assistance and feeding and sheltering efforts. This is the statement of what FEMA funds.

EFSP local boards have been charged with coordination of the process for distribution of funds to service providers in their respective counties.

Allocations for Phase 42 will be:
Montgomery \$191,767

Once the proposals are in, the Local Boards will convene, review the proposals, and determine the allocations to be distributed.

Eligible Program Expenses

1. **Served Meals:** Mass feeding, hot meals, bag lunches and delivered meals. May receive \$3 per meal served allowance.
2. **Other Food:** Food purchased for food pantries, food vouchers, food boxes and transportation cost.
3. **Mass Shelter:** On-site per diem rate limited to \$12.50 per person per night.
4. **Other Shelter:** Emergency lodging in a hotel or motel – up to 90 days per phase.
5. **Rent/Mortgage Assistance/Eviction Prevention:** Up to 3 months or 90 days per phase.
6. **Utilities:** (Gas, water, electric) Up to 3 months or 90 days per phase.

Compliance

Award Notification will be announced to the applicants. The respondents agree to establish, monitor and manage an effective administration process that assures compliance with all requirements of the Emergency Food and Shelter Program National Board and Local Board.

LOCAL RECIPIENT ORGANIZATION (LRO) RESPONSIBILITIES

1. Be a non-profit or an agency of government.
2. Have an accounting system or a fiscal agent that will pay all vendors by an approved method of payment.
3. Must provide services within the intent of the program. Funds are to be used on an ongoing basis to supplement and extend food and shelter services.
4. Have a Federal Employer Identification Number (FEIN).
5. Has or is able to obtain a UEI Number (Unique Entity Identifier)
6. Must maintain a checking account in the LRO's name and set up to receive EFT funds.
7. Must provide a valid email address for program communications.
8. Must provide services and resources in the area in which they are seeking funding.
9. Have a voluntary board if private non-profit.
10. Must pay all eligible program expenses with an approved method of payment. Cash payments are ineligible for any EFSP payments.
11. Must submit reports to the Local Board by their due dates.
12. Must complete the Final Report through the web submission process.
13. Must work with the Local Board to quickly clear up any issues related to Compliance Exceptions at the end of the program.
14. Must comply with Lobbying Requirements. Lobbying is not permitted with EFSP funds
15. For LROs receiving \$100,000 or more in EFSP funding, the National Board requires an independent annual audit in accordance with Auditing Standards.
16. For LROs receiving \$50,000 - \$99,999, the National Board requires an annual accountant's review.
17. Any agency expending \$750,000 or more in Federal funds must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR 200 of the Office of Management and Budget.
18. As able, involve homeless individuals and families in providing emergency food and shelter services (through employment, volunteer programs, etc.)

Our agency certifies that we have read and understand the LRO responsibilities listed above

(Signature)

Applicant Information

Legal Name of Entity Submitting this Application _____

Applicant Status (Non-profit organization or government entity) _____

If Non-profit, please include your 501c3 letter and Board Member roster with your application.

Name of Executive Director _____

Name of Agency contact for EFSP Application and Process (if funded) _____

Email Address of Agency contact _____

Phone number of Agency contact _____

Agency Physical Address _____

Days per week and hours of operation for EFSP funded services _____

Agency Physical Address of where EFSP funds will be provided (if different from above) _____

FEIN Number _____

UEI Number _____

Funding Request

EFSP Category	Amount Requested The dollar amount in EFSP funds your agency is requesting	Total Program Budget The dollar amount required to run the program per category
Served Meals		
Other Food		
Mass Shelter		
Other Shelter		
Rent/ Mortgage		
Utilities		
Administration		
Total Requested Amount		

Narrative

Please describe how your EFSP funds will be used in food and shelter services.

How else is your agency funded in the requested EFSP categories?

What is your agency's financial processes and tracking of records for EFSP reporting requirements?

Did your Agency receive funds from EFSP in Phase 41? If yes, how much, and if asking for an increase in Phase 42 in any category, what is the rationale for an increase in each category?

Narrative

Please provide an overview of the services you will provide with EFSP funds.

How many people were served in each of your requested EFSP categories in 2024? What neighborhoods do you serve?

What is your agency's screening process for those seeking EFSP funded services?

What unique challenges does the target population have when seeking EFSP funded services? How are those addressed?

Final reporting includes spreadsheets and submission of records. What is your service processes and ability to meet reporting requirements?