

The Regional Access Project Foundation
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Funding Opportunity

Riverside County Nonprofit Assistance Fund Request For Applications (RFA) For Providers Of Technical Assistance

OVERVIEW

The Regional Access Project Foundation (RAP), on behalf of the Riverside County Department of Housing and Workforce Solutions (HWS), is seeking applications from providers of technical assistance to support nonprofits through the Riverside County Nonprofit Assistance Fund (RCNAF).

The RCNAF was established by the Riverside County Board of Supervisors to provide grants to eligible nonprofit agencies, specifically and in accordance with the Coronavirus State & Local Fiscal Recovery Funds Final Rule, those that are 501 (c)(3) or 501 (c)(19) tax-exempt organizations, who have suffered a negative financial impact related to the COVID-19 pandemic within Riverside County. The fund was established to build on the County's efforts to strengthen, expand, and support the local nonprofit sector, which has played a critical role in the pandemic response. This work was initiated with Coronavirus Aid, Relief and Economic Security (CARES) funding in the form of small grants and technical assistance to support financially impacted nonprofits. This next iteration of assistance, funded through the American Recovery Plan Act (ARPA), will develop long-term strategies focused on impact, sustainability, and building economic and community resiliency.

TECHNICAL ASSISTANCE

On May 2, 2023, the Riverside County Board of Supervisors approved \$881,000 for Technical Assistance grants across the Five Supervisorial Districts.

This funding is intended to help nonprofits gain specialized services and skills to operate more effectively and manage the financial impacts of COVID-19 on their business operations. The RAP Foundation will leverage its internal staff and existing consultants and collaborate with interested nonprofits to offer Technical Assistance (TA) during the grant period. Providers/Bidders will provide technical assistance to Riverside County nonprofits that shall address Operational, Fiscal, and Programmatic capacities. Technical Assistance will be divided equally among the Five Supervisorial Districts and

be individualized to the needs of organizations. Technical Assistance will be provided for the following categories:

Grant Writing Workshops/Cohorts (\$250,000 in funding available to serve 150 nonprofits across Riverside County.)

- District 1: Goal: 30 Nonprofits Served
- District 2: Goal: 30 Nonprofits Served
- District 3: Goal: 30 Nonprofits Served
- District 4: Goal: 30 Nonprofits Served
- District 5: Goal: 30 Nonprofits Served

One-On-One Strategic Planning—Including Board Development and Financial Sustainability (\$306,000.00 in funding available to serve 50 nonprofits across Riverside County.)

- District 1: Goal: 10 Nonprofits Served
- District 2: Goal: 10 Nonprofits Served
- District 3: Goal: 10 Nonprofits Served
- District 4: Goal: 10 Nonprofits Served
- District 5: Goal: 10 Nonprofits Served

One-on-One/Cohorts Improving Financial Controls—Including Financial Stability (\$125,000.00 in funding available to serve 100 nonprofits across Riverside County.)

- District 1: Goal: 20 Nonprofits Served
- District 2: Goal: 20 Nonprofits Served
- District 3: Goal: 20 Nonprofits Served
- District 4: Goal: 20 Nonprofits Served
- District 5: Goal: 20 Nonprofits Served

Fund Development Workshops/Cohorts (\$200,000.00 in funding available to serve 100 nonprofits across Riverside County.)

- District 1: Goal: 20 Nonprofits Served
- District 2: Goal: 20 Nonprofits Served
- District 3: Goal: 20 Nonprofits Served
- District 4: Goal: 20 Nonprofits Served
- District 5: Goal: 20 Nonprofits Served

ELIGIBILITY (WHO CAN APPLY)

Capacity builders and providers of technical assistance that are nonprofit, public benefit organizations with evidence of tax-exempt status under Section 501(c)(3) of the Internal Revenue Code and not classified as a private foundation or capacity builders and

providers of technical assistance that are 501(c)(6) organizations can apply.

Applicants must provide services in at least one of the Five Riverside County Supervisorial Districts.

TIMELINE AND PROCESS

The Request for Applications (RFA) will be released on June 19, 2023. Completed electronic applications will be accepted until June 30, 2023, at 5:00 PM.

- July 14, 2023 – Grant awards notification
- July 24, 2023 – Signed Contract Due

PROPOSAL/APPLICATION CONTENT

1. Organizational Information, Contact Information, Project Title and Information.
2. Experience of Bidder/Provider - Provide a detailed description of the bidder/provider's experience in providing training on and participating directly in capacity building and technical assistance that support and strengthen the social service sector.
3. Scope of Work. Complete but concise proposals are recommended for ease of review by the Evaluation Team.
 - Applications should provide a straightforward, concise description of the services to be provided by the Proposer and the number of nonprofits to be served.
 - Applications should include information on which of the Five Supervisorial Districts in Riverside County will receive the proposed services.
4. Proposed Budget
 - Proposed Fees/Expenses. Applications shall clearly state all fees and expenses to be charged for the performance of the Services:
 - If based on an hourly rate, provide the hourly rates for each individual assigned to this engagement and a general description of how billable hours will be allocated among key personnel.
 - Provide an explanation if fees will be calculated on any other basis.
5. You **MUST** also submit:

- A current 501(c) (3) or 501(c)(6) final determination letter from the IRS.
- Operating budget for the current calendar or fiscal year.
- A copy of the current status of the organization business from Secretary of State to demonstrate you are authorized to transact business in the State of California. (Certificate of Good Standing)
- Key program personnel (include a short description of their background)
- Board of Directors of your organization and relevant advisory boards (please include member affiliations)

APPLICATION SUBMISSION REQUIREMENTS

Applications and all related materials must be received by June 30, 2023 by 5:00 PM.

Click [HERE](#) to start the application process. You will be directed to RAP Foundation's grant making portal.

Create an account if you do not already have one. (Follow the directions on the page) You will be then directed to the list of available grants.

NOTE: Scroll the page until you see "ARPA Providers of Technical Assistance." Click the blue button to begin application.

Late submissions will not be considered.

DECISION MAKING PROCESS

The RAP Foundation will award funding through a competitive process led by the RAP Foundation staff.

FUND DISBURSEMENT

Funds will be disbursed via [bill.com](#) upon receipt of a signed agreement emailed to those who are awarded.

PROJECT RESULTS, REPORTING AND COMPLIANCE

Recipients must comply with all other applicable Federal statutes, regulations, and executive orders, and a recipient shall provide for compliance with the American Rescue Plan Act and any interpretive guidance by other parties in any agreements it enters into with other parties relating to these funds.

Recipients must comply with eligible uses for funding under the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Final Rule, found here: [SLFRF-Final-Rule.pdf](#)

- **Required Monthly Reporting**

A recipient must commit to assisting the County with compliance and monthly reporting requirements required by the U.S. Department of the Treasury. All requests from organizations that receive ARPA grant funds must specify actual program results. Results must be described in meaningful, measurable terms and must be reported monthly throughout the life of the grant.

The monthly report is due to the RAP Foundation by the 10th of each month. This report will include the of number of nonprofits and nonprofit professionals served, the Riverside County Supervisorial Districts served, how dollars were expended, and a short story and/or testimonials that demonstrate the impact. The RAP Foundation will provide a reporting portal and template.

DATA SHARING

The RAP Foundation will provide Riverside County with a list of applicants and funded organizations during the application process and in monthly reports.

QUESTIONS

Any questions regarding the RFP or process should be directed to Marisol Alaniz at malaniz@rapfoundation.org.