

DANE COUNTY COVID-19 COMMUNITY EMERGENCY FUND GRANT PROCESS

Boys & Girls Clubs of Dane County, Selfless Ambition, United Way of Dane County, and other community based organizations partnered to raise funds to cover the essential needs of young people, individuals and their families affected by the COVID-19 Virus. Through the generosity of hundreds of individuals, we are able to address the following **Funding Priorities**:

1. Medical supplies for those who are impacted by the COVID-19 virus.
2. Meals for kids due to school closures.
3. Funds to distribute to local shelters in support of families and individuals in need.
4. Funds to support college students who are in need of temporary housing and meals.
5. Funds to support senior citizens who may need meals, transportation and medical assistance.

Categories that Address Funding Priorities

Medical

- Preventive, monitoring and care supplies provided due to lack of transportation

Food and/or Food Distribution

- Food distribution to local shelters, families, senior citizens, persons with disabilities, and kids due to scarcity

Housing

- Temporary relief of housing displacement due to college campus closings and housing instability

Transportation

- Transportation services for seniors to medical appointments, food service, pharmacy

Financial Hardship

- Supplemental support for economic financial hardship due to Coronavirus business closures (e.g. service organizations, restaurants)

Boys & Girls Clubs of Dane County Grant Application will be available **Friday, March 20** on the Boys & Girls Clubs of Dane County website, the BG CDC Facebook Page, Michael Johnson's Facebook page and will be shared via email with community agencies and organizations.

The deadline for completed applications is **Tuesday, March 24, 2020 at 5:00 pm**. Incomplete applications will not be accepted.

The BGDC Application Process Timeline is:

Friday, March 20	Application shared with the community
Tuesday, March 24	Deadline for application at info@bgcdc.org
Wednesday, March 25	Selection Committee Review
Thursday, March 26	Selection Committee Review
Friday, March 27	Award Announcement by Selection Committee
Tuesday, March 31	Award Check Disbursements
Thursday, April 30	Mid-Point Grant Evaluation Check In
Friday, May 29	Final Evaluation Check In
Friday, June 5	Final Grant Evaluation Report Due

Everyone is Invited to Apply

Our goal is to implement, complete and get the funds into the hands of organizations that are on the ground providing support to our youth, individual and community immediately.

We encourage grassroots groups who are:

- delivering meals to kids and families unable to travel to nearby school locations
- groups picking up and/or transporting seniors to the pharmacy to obtain prescriptions
- organizations providing shelter to those experiencing housing instability

to apply.

The Selection Committee

The Selection Committee consist of an interdisciplinary group of representatives from different racial, ethnic, socio-economic groups, professions and backgrounds. The process has been designed to invite grassroots, non-profits, houses of worship and agencies the opportunity to apply for and be awarded grant funds. We have been deliberate in taking steps to ensure we address the institutional, implicit and explicit biases that inhibit smaller and minority organizations from participating in these types of grant opportunity.

Evaluation Process

Boys & Girls Clubs of Dane County, Dane County COVID-19 Community Emergency Fund Grant Application will be retrieved from info@bgcdc.org and applications dropped off at the BGCDC, 1818 West Beltline Hwy., Madison, WI 53713 administrative office.

Applications will be copied, scanned, downloaded and prepared for review, either in person or online, by the Selection Committee.

Applications will be numbered, so there will be a “blind review” of each application.

The Selection Committee will gather either in person or online at 7 pm on Wednesday, March 25 to review and score the applications.

At 7 pm, the Selection Committee will receive, in person or digital copies of the applications for review.

Applications will be judged against a rubric measuring the impact for the target audience, number of services to be provided, location of services to be provided, plan to implement services and funding request.

Applications with the highest ratings will be approved by the Selection Committee and awarded the grant funds.

All applicants will be notified Friday, March 27 of their funding status prior to our announcement of the funded applicants/programs.

Award Disbursement

Approved applicants will be instructed to go to the BGCDC administrative office to pick up their first grant distribution on Tuesday, March 31, between the hours of 12 pm and 3 pm. Other arrangements can be made on a one-on-one basis.

Approved applicants will need a valid form of identification and sign the award acceptance letter. Two copies of the Award Acceptance Letter will be signed and the awardee will take one. BGCDC will retain a copy.

Social distancing guideline will be followed so only one approved applicant will be met at a time. We recommend other stay in your vehicles and we will inform you of your turn.

Mid and Final Evaluation Check In

The Boys & Girls Clubs of Dane County, Dane County COVID-19 Community Emergency Fund Grant Manager will host two mandatory grant check ins with all awardees half way and before the end of their grant timeframe.

This will provide an opportunity to provide updates on the implementation of the grant, review challenges and provide solutions to implementing the needed services.

If an awardee is unable to implement or complete their grant proposal, no further funds will be disbursed and previous funds disbursed may be owed to BG CDC.

The next installment of grant funds will be disbursed within 48 hours following a successful mid-point and final grant report submission.

Final Grant Report

All approved applicants are required to submit a Final Project Report no later than Friday, June 5, 2020.

Final grant disbursements will be made within 48 hours.

Community Report

A Boys & Girls Clubs of Dane County, Dane County COVID-19 Community Emergency Fund Report will be shared with the community by June 19, 2020.

The report will highlight the results of the Boys & Girls Clubs of Dane County, Dane County COVID-19 Community Emergency Fund and the impact we have as a community when we work together.