2020 Women and Families of CO Relief Fund
Request for Proposals

Deadline: April 14, 2020 at 5 pm MT
Contact: Alison Friedman Phillips, director of programs, alisonp@wfco.org

- Background
  - The Women’s Foundation of Colorado (WFCO) is a unique community foundation creating more pathways to economic security for Colorado women. For over thirty years, WFCO has been dedicated to catalyzing community to advance and accelerate economic opportunities for Colorado women and their families. As a result of the COVID-19 pandemic, WFCO established the Women and Families of CO Relief Fund to address the immediate needs of the Colorado women and their families most impacted. This public health crisis is multiplying the difficult choices that families must make every day and the economic inequalities women face are magnified.

- Purpose
  - The purpose of this fund is to rapidly and responsively distribute general operating grants to nonprofit and other tax-exempt organizations addressing the emergency needs of Colorado women and their families most impacted by COVID-19. Organizations should use a gender lens in the delivery of their services and fulfill the urgent needs of women who need short-term financial support for everyday needs (child care, housing, transportation, food, health, or wellness) due to the effects of COVID-19, whether they are single women or women who are co- or sole-breadwinners for their families. Participants might be women and their families, women experiencing gender-based violence, or older women. Grantees of the fund will receive $10,000 to be used for general operating expenses. At this point, WFCO anticipates distributing about 30 grants throughout Colorado.
    - Grant purpose: General operating
    - Grant amount: $10,000
    - Grant period: Funds distributed by April 30, 2020 with expected use by July 31, 2020 with a brief impact survey due on August 31, 2020
      - Please see the end of the RFP for survey questions

- Eligible Applicants
  - Nonprofit organizations, American Indian Nations, schools, local government and law enforcement, and other tax-exempt organizations
    - Unincorporated organizations, groups, and initiatives may apply but must have a tax-exempt fiscal sponsor
  - Applicants must be directly serving women and their families in Colorado communities that meet the purpose of the fund and align with WFCO’s vision, mission, and values.

- In-eligible Applicants
  - Individuals
  - Businesses/corporations
• Organizations and initiatives that may be deemed discriminatory on the basis of race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, gender expression, age, physical or mental ability, veteran status, military obligation, and marital status.
• Organizations and initiatives that limit or oppose a woman’s right to self-determination.
• Projects or organizations that do not align with the mission and values of The Women’s Foundation of Colorado.

• Review and Decision Making
  • Along with staff, expert community volunteers will review proposals and provide feedback.

• Timeline
  • Proposal deadline – April 14, 2020 at 5 pm MT
  • Notification of funding – April 27, 2020
    ▪ Given the anticipated volume of applicants, most communication (including notification of funding) will be via email
  • Funds distributed by – April 30, 2020
  • Grant period – May 1, 2020-July 31, 2020
  • Brief impact survey deadline – August 31, 2020
    ▪ Please see the end of the RFP for the anticipated impact survey questions

• How to Apply
  • Please click here to apply by April 14, 2020 at 5 pm MT. You will be directed to CyberGrants, WFCO’s online grantmaking system. Please use the invitation code 2020Relief (case sensitive) if you are having issues accessing the proposal. If you have any questions please email Alison Friedman Phillips, director of programs, at alisonp@wfco.org. Since WFCO staff are working remotely and a large volume of applications are expected, email communication is preferred.
  • Below are the questions you will find in the CyberGrants application. Please click here to access the proposal.

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<th>Contact Information</th>
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<tbody>
<tr>
<td>• First Name</td>
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<td>• Email - Please note that most communication will be conducted via email. The email submitted with the application will be used for application questions, grant notification, and other purposes.</td>
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<tr>
<th>Organization Information</th>
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<td>• Legal name of organization</td>
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## Narrative Questions

### County/counties served (select all that apply):
- Adams
- Alamosa
- Arapahoe
- Archuleta
- Baca
- Bent
- Boulder
- Broomfield
- Chaffee
- Cheyenne
- Clear Creek
- Conejos
- Costilla
- Crowley
- Custer
- Delta
- Denver
- Dolores
- Douglas
- Eagle
- El Paso
- Elbert
- Fremont
- Garfield
- Gilpin
- Grand
- Gunnison
- Hinsdale
- Huerfano
- Jackson
- Jefferson
- Kit Carson
- La Plata
- Lake
- Larimer
- Las Animas
- Lincoln
- Logan
- Mesa
- Mineral
- Moffat
- Montezuma
- Montrose
- Morgan
- Otero
- Ouray
- Park
- Phillips
- Pitkin
- Prowers
- Pueblo
- Rio Blanco
- Rio Grande
- Routt
- Saguache
- San Juan
- San Miguel
- Sedgwick
- Summit
- Teller
- Washington
- Weld
- Yuma

### Populations served (select all that apply):
- Native women
- Older women
- Single mothers
- Women experiencing homelessness
- Women in caregiving roles
- Women in rural communities
- Women living in poverty
- Women of color
- Women who are at a higher risk of contracting COVID-19 due to underlying health issues/employment
- Women who are refugees or immigrants
- Women who are victims of domestic abuse/violence/sexual violence
- Women who identify as LGBT+
- Women who need assistance meeting basic needs
- Women whose wages or economic stability have been negatively impacted by COVID-19
- Women with disabilities
- Women with limited educational attainment
- Women with limited English proficiency
- Other populations served (list all that apply):

### Services either directly provided or supported by your organization (select all that apply):
- Cash assistance/stipends
- Child care
- Food assistance
- **Housing**
- **Mental/behavioral health**
- **Transportation**
- **Wellness/physical health**
- **Other services either directly provided or supported by your organization (list all that apply)**

- **Describe how your organization serves the unique needs of women and their families impacted by COVID-19 (open ended with character limit of 3,000 or less)**

- **Financials** - As part of your proposal, we ask that you provide as much of the following information as you’re able under the circumstances. If you are unable to provide any of these documents but have something else that you think would help to provide the information we’re seeking, please send that. Also, please DO NOT spend a lot of time creating documents that don’t already exist in your files or that aren’t easily obtainable from your financial systems if you have access to them.

  - These are the documents we’d ideally like to be included with your proposal:
    - Interim year-to-date financial statements (income statement and balance sheet) for January 31, 2020 or the most immediately available date prior to that.
    - Interim year-to-date financial statements (income statement and balance sheet) for the most recently available date after January 31, 2020.
    - A schedule of liabilities detailing who you owe, how much you owe and when the amount was initially due only if the most recent balance sheet submitted does not contain this level of detail.
    - A list of other relief funding sources you’ve applied for indicating how much you’ve applied for (if known), whether you’ve already been notified that you’ll receive (if known) and whether you’ve already received funding.
    - It is not necessary for you to send us your IRS Form 990. We will pull the most currently available filing from the IRS’ website as part of our review process. We may, however, determine that the most currently available 990 on the IRS website is sufficiently dated to request a more current one from you. In that case we will contact you directly and ask that you provide it.

- **ACH information** – not required but may be submitted after you’ve submitted your organization’s proposal through the instructions on our website.

- **Impact survey** – A brief reporting on the funds will be required at the conclusion of the grant period. The grant contact will receive a link to complete the survey electronically on or around July 30, 2020 with a deadline of August 31, 2020. These are the anticipated questions:
  - Participants served – estimated number and description (if applicable)
  - Brief description of how funds were used and how they were helpful (open ended with character limit of 3,000 or less)
  - Grant period – May 1, 2020-July 31, 2020 with reporting deadline of August 31, 2020

- **FAQs** – if your question is not answered here, please contact Alison Friedman Phillips, director of programs, at alisonp@wfco.org.
  - Can individuals apply for funding?
- No, grants from this fund will go to nonprofit and other tax-exempt organizations. Please visit WFCO's community resources page to find opportunities for individual assistance ([https://www.wfco.org/community-resources](https://www.wfco.org/community-resources)).

  - Will there be more opportunities to apply for funding?
    - At this point, the fund will only have one grantmaking cycle.

  - Are organizations that serve women and men eligible?
    - Assuming that your organization tailors its programs to serve women, it is eligible to apply to the fund.

  - When is the grant proposal due?
    - April 14, 2020

  - When will funds be distributed?
    - By April 30, 2020

  - How will funds be distributed?
    - Given Gov. Polis’ stay-at-home order, funds will likely be distributed by ACH. Applicants can include the ACH form in their application or submit after being selected as a grantee.

  - Can the ACH form be signed by electronic signature?
    - Yes, the ACH form can be signed by electronic signature.

  - I am having issues accessing CyberGrants because of eligibility issues.
    - Please use the invitation code 2020Relief (case sensitive) if CyberGrants is not allowing you to create a proposal.

  - Do I need to submit a project title or grant amount with the proposal?
    - No, grants from the fund will be for general operating in the amount of $10,000.