



El Paso County Notice of Funding Opportunity for Outside Agencies

*Applicant Workshop
May 13, 2022*

Agenda



- Welcome & Introductions
- County Introduction & ARPA Overview
- Development of NOFO & Upcoming Review
- Foundation Introduction & Application Process
- Q&A Session

Agencies & Staff



El Paso County Staff



Foundation Staff



David Perez



ARPA County Portfolio Overview

Jose M. Landeros
Director of Strategic Development

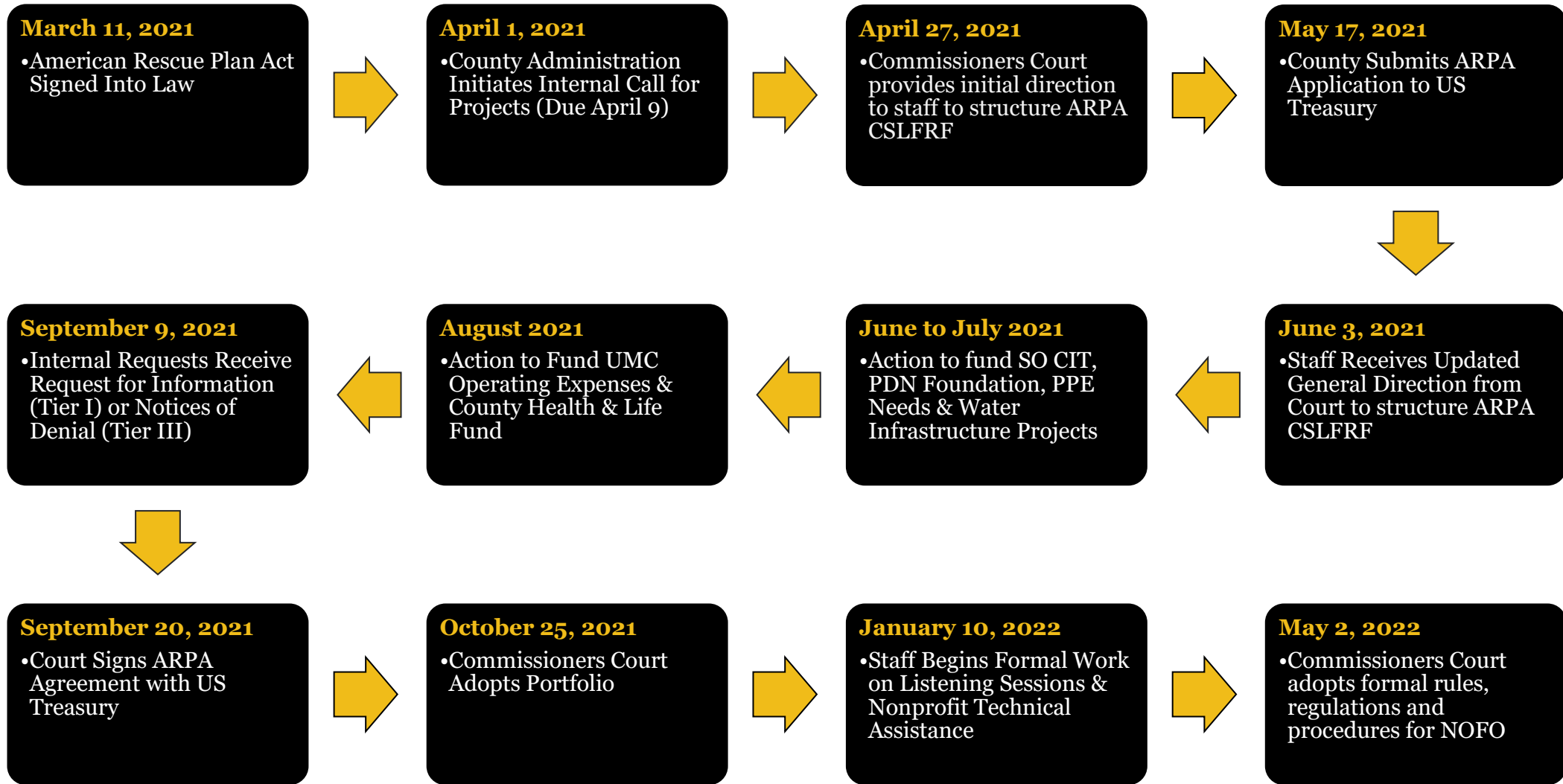
Cristian Martinez
Data Analyst Coordinator

American Rescue Plan Act (ARPA) of 2021



- Established Coronavirus Local Fiscal Recovery Fund
 - One-Time \$350B Federal Program
 - \$65.1B in Direct & Flexible Funding to Counties Nationwide
- Local ARPA Funding Received
 - El Paso County: \$163M
 - City of El Paso: \$154M
 - Dona Ana County: \$42.4M
 - Las Cruces, NM: \$24.8M
 - Regional Municipalities
 - Independent School Districts

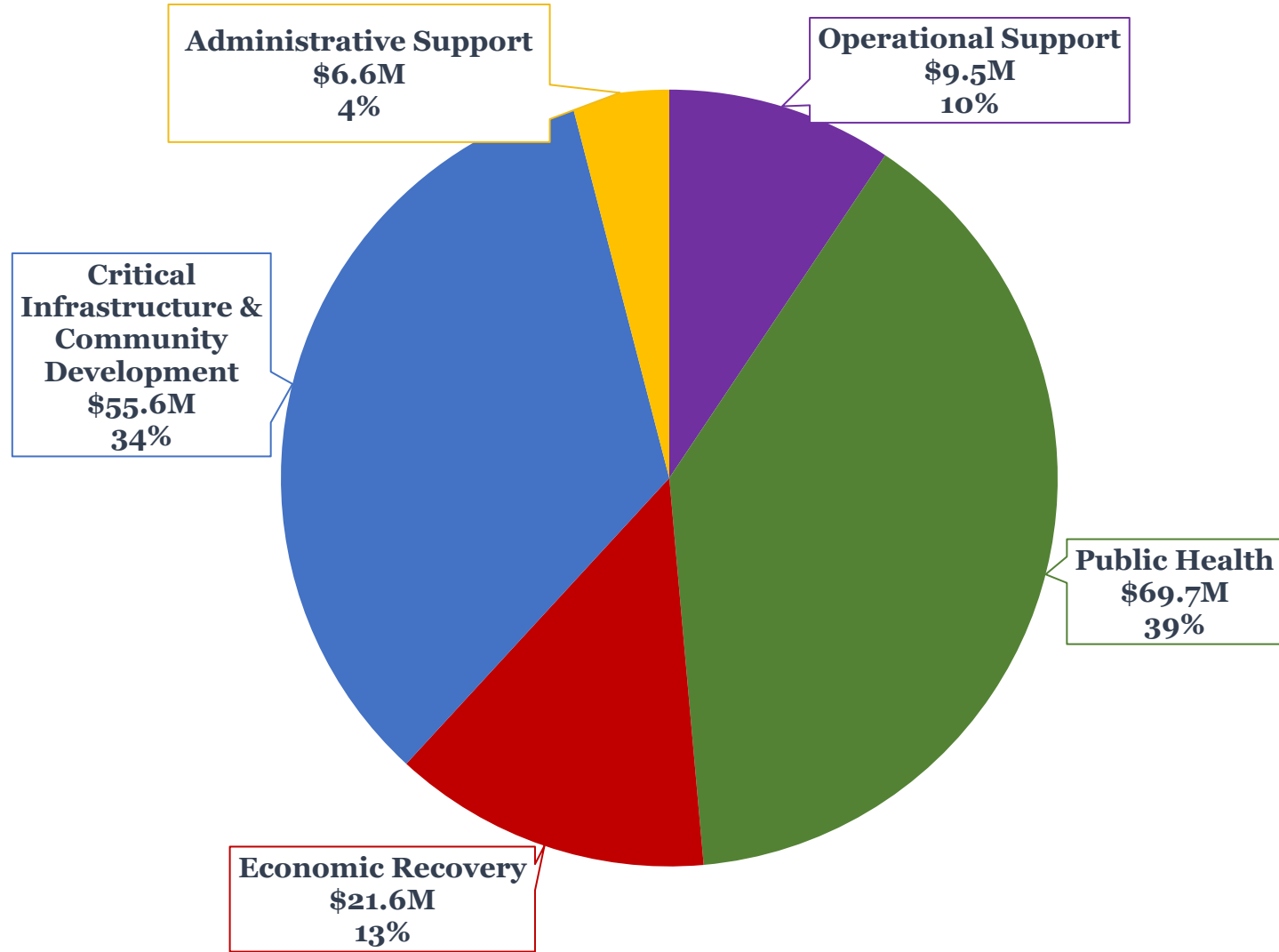
Relevant Actions to Date



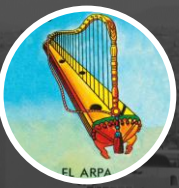
County ARPA Portfolio



- \$163M in Funding
- Adopted October 2021
- Areas of Focus
 - Public Health
 - Critical Infrastructure
 - Community Development
 - Economic Recovery
 - Operational Support
 - Administrative Support



Strategic Areas of Investment



- **Public Health (\$69.7M)**
 - \$34.7M – University Medical Center
 - \$15.6M – County Facility Construction and Modernization
 - \$3.5 – Crisis Intervention Team Expansion in Sheriff’s Office
- **Critical Infrastructure & Community Development (\$55.6M)**
 - \$34M – First Time Water & Wastewater Projects
 - \$10M – Re-Entry Center
 - \$8M – Broadband Infrastructure

Strategic Areas of Investment



- **Economic Recovery (\$21.6M)**
 - \$9.7M – County Economic Recovery Programs (Loan Forgiveness & Assistance)
 - \$9.7M – Nonprofit Assistance via Notice of Funding Opportunity)
 - \$1.9M – Workforce Solutions Borderplex (Childcare & Workforce Training)
- **County Operational Activities (\$9.5M)**
 - \$5.2M – Public Safety Pandemic Staffing Needs
 - \$1.5M – Space Sanitization \$ Planning
- **County Administrative Support (\$6.6M)**
 - \$3.1M – Fund Balance (Emergency Reserves)
 - \$2.7M – Staffing & Support Services



COMMUNITY INPUT

Benchmark & Community Listening Session Findings

Tasks to Support NOFO Development & Recommendations

- Benchmark Report
- Community Listening Sessions
- Online Survey

Benchmark Report

- Research how other government entities managed their non-profit funds
- Search criteria included:
 - Type of agency
 - Funds received
 - Non-profit specific funds
 - Detailed description
 - Search terms
- Hundreds of entities identified, narrowed down to 9

Benchmark Report Results

- Primarily counties
- Alaska the only state
- Many were in the process, or had already been distributing funds
- Funds ranged from as low as \$5k to as high as \$1.2M
- 501(c)3 designation was the most common criteria
- COVID connection identified
- Themes: within locality, housing, health, & job related

Government Entities

Elk Grove, CA

Ft Worth, TX

Kokomo, IN

Clark County, NV

El Paso County, CO

Ft Bend County, TX

Seminole County, FL

Benton County, OR

State of Alaska

Community Listening Sessions

- Led by Barracuda Public Relations, listening sessions were held across the County to identify needs and to help develop the NOFO.
- Listening sessions held in Charrette style format. Collected data via:
 - Comment cards
 - Notes written by participants
 - Facilitator notes from verbal comments
- Online survey to increase involvement
- Topics identified
 - Health
 - Business development
 - Community Assistance
 - Capital and Government Projects

Attendance & Participation (231 Total)

Listening Sessions (105 total)

Precinct	Location	Date	Attendance
1	Montana Vista Fire Station	March 29 th , 2022	16
2	El Paso County Coliseum	March 24 th , 2022	29
3	San Elizario High School	March 30 th , 2022	23
4	Canutillo High School	April 7 th , 2022	37

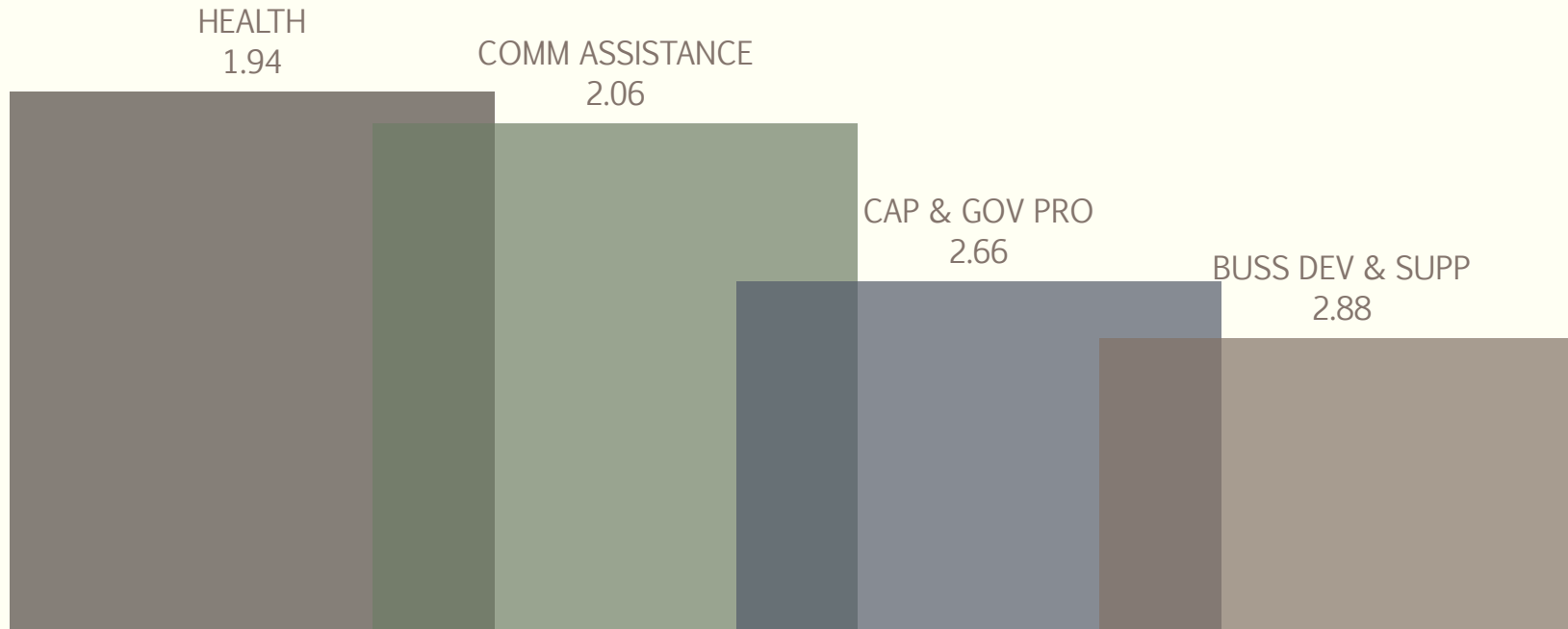
Online Survey (126 total)

Language	Date	Participation
English	March 24 th – April 18 th	86
Spanish		40

Comment Card Responses

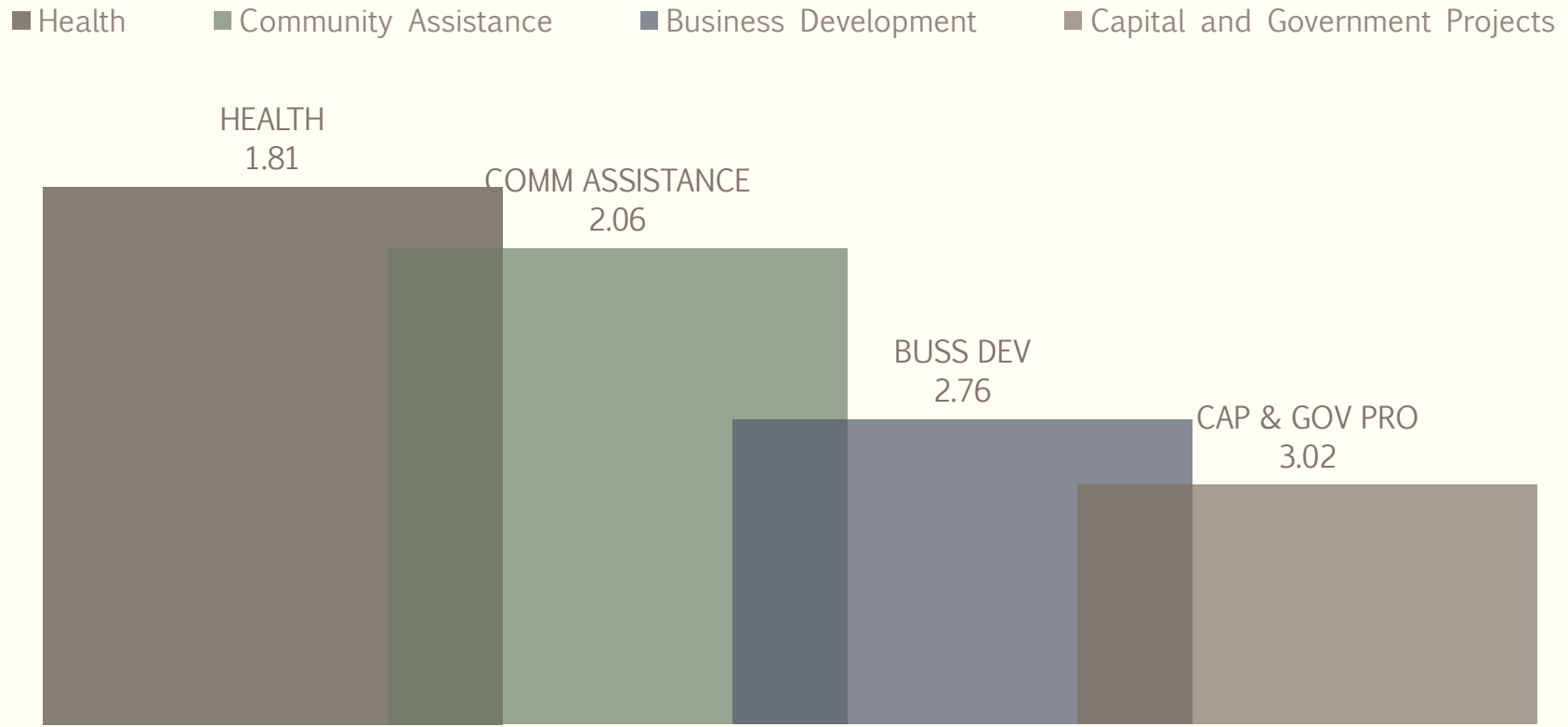
Listening Session Topic Rankings by Response Averages

■ Health ■ Community Assistance ■ Capital and Government Projects ■ Business Development and Support



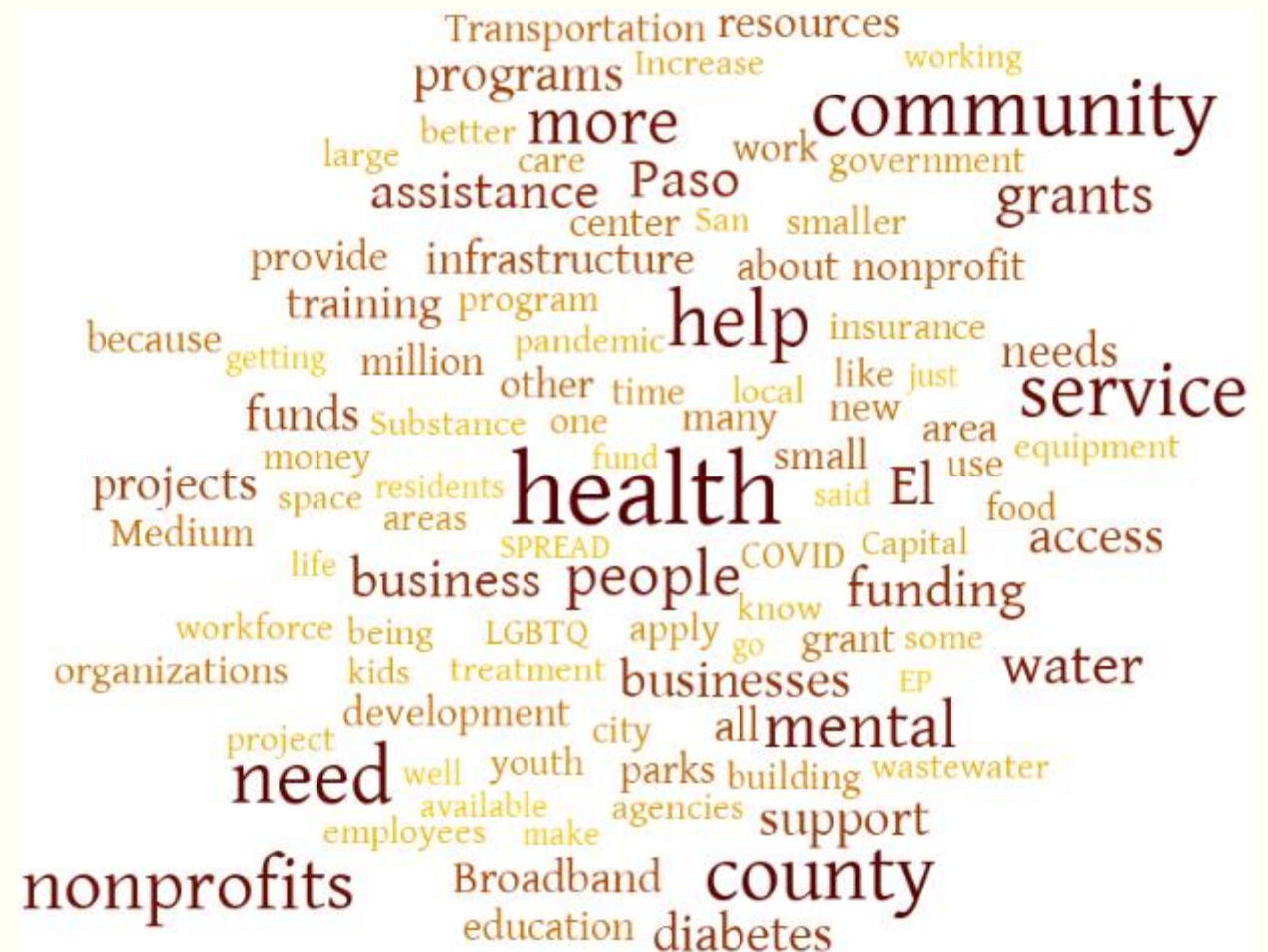
Online Survey Results

Online Survey Topic Rankings by Response Averages



Listening Session Notes

- Look to help the communities outside of the city limits
- Transportation for low-income families to and from their medical appointments.
- Extra points to small local nonprofits
- Investment in wastewater, floodwater management, and first-time water
- Provide opportunities for nonprofits to build their capacity and provide greater services
- El Paso County should not duplicate/offer new services that are already being provided by the nonprofit community
- El Paso County's unused/underused buildings should be offered to nonprofits to use
- Address the mental health crisis
- Make the Notice of Funding Opportunity (NOFO) easy to understand and complete. Small nonprofits cannot afford to pay a grant writer
- Increase access to recreational opportunities: Parks, walking trails, biking lanes, recreational centers





NOFO OVERVIEW

Approved by El Paso County, Hosted on PdN Community Foundation Website

NOFO Background

- The County set aside ~\$9.7 million to support non-profits and other entities in El Paso County
- Paso del Norte Community Foundation (PdNCF) contracted to help facilitate the development, review, and recommendations related to this NOFO
- Using input from the community, County staff and commissioners, and Foundation experience, this NOFO was proposed and approved by the County Commissioners Court

Key Points

- Hosted on [Community Foundation website](#)
- Deadline
 - June 17th, 2022, at 5 PM
- Funding Range
 - \$100,000 to \$1 Million
- “Cone of Silence”
 - Applicants may NOT contact commissioners or their staff. Doing so may lead to penalties, including disqualification
 - Contact appropriate staff about your questions/concerns

Eligibility

Eligible applicants include:

- 501(c)3 public charities and 501(c)19 organizations headquartered in El Paso County;
- Faith-based organizations providing social services to the broader community in El Paso County; and
- Government and quasi-governmental entities in El Paso County that have not received CSLFRF funds directly from the state or federal government.
- Organizations must be incorporated before March 1, 2020.



FAQ Document

- [Frequently asked questions](#) document is open to the public and all those that registered for this event will be added to the weekly distribution list
- Provides answers to questions regarding eligibility, the application process, funding preferences, and more
- Submit additional questions or points for further clarification



Selection Criteria

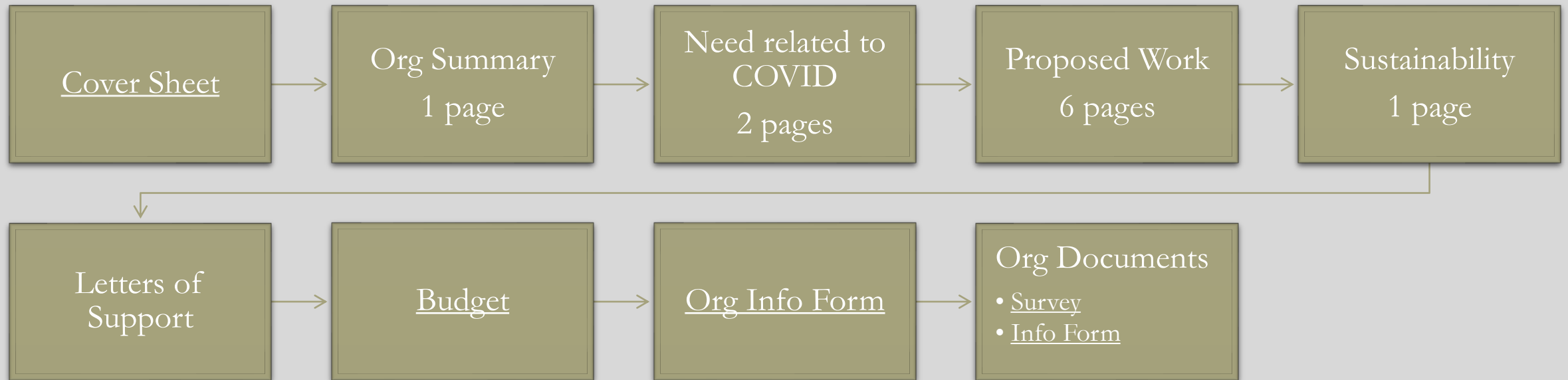
- Capacity to manage the grant and deliver the program
- Project specifics, including relatedness to COVID, goals, and type of project
- Service areas
 - Priority: health, safety, community assistance, and career training
- Sustainability
- Collaboration and partnership
- Budget, including leveraged and in-kind costs

Proposal Review

- Review team
 - Mr. Perez
 - County staff
 - Three independent consultants
- Foundation staff will process the proposals but neither staff or Board will vote on them
- Reviewed according to selection criteria
- Recommendations provided to Commissioner's Court
- County Commissioners Court makes final funding decisions



Proposal Instructions & Requirements



For questions about the NOFO & grants process:

David Perez

Consulting ARPA Funds Manager

davipere@hotmail.com

915-519-1437

For questions about the Foundation's role:

Michael Kelly, PhD

Vice President of Programs

Paso del Norte Health Foundation

mkelly@pdnfoundation.org

915-218-2619

For questions about the electronic submission process, contact:

Claudia Perez

Program and IT Administrator

Paso del Norte Health Foundation

cperez@pdnfoundation.org

915-218-2628

El Paso County Contact Information:

County Administration Department

ARPA@epcounty.com

915-546-2215

Technical Assistance & Contacts

Please contact the appropriate party regarding questions you may have

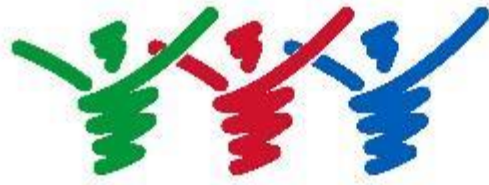


PASO DEL NORTE COMMUNITY FOUNDATION



Mission

Established in 2013 as a 501(c)(3) public charity, the Paso del Norte Community Foundation supports the philanthropic goals of individuals, families, corporations, foundations and nonprofit organizations to improve education, health, social services, economic development, and quality of life in the Paso del Norte region.



**PASO DEL NORTE
HEALTH FOUNDATION**

Mission

The Paso del Norte Health Foundation leads, leverages and invests in initiatives, programs and policies that promote health and prevent disease in the Paso del Norte region.

How do you apply?

May 10, 2022

El Paso County American Rescue Plan Act - Notice of Funding Opportunity - Application Information & Guidelines

El Paso County set aside ~\$9.7 million to support non-profits and other entities in El Paso County. The County contracted with the Paso del Norte Community Foundation (PdNCF) to help facilitate the development, review, and recommendations related to this Notice of Funding Opportunity (NOFO). Eligible organizations are invited to submit an application through the PdNCF's online grant system.

[Notice of Funding Opportunity document](#)

[Click here](#) to view FAQ.



To view the NOFO, please visit the PdNCF website. A link to view the NOFO and submit the proposal online can be found on the website.

How do you apply?



PASO DEL NORTE HEALTH FOUNDATION

Please Sign In

Please Sign In

- *If you have an account, please log in using your E-mail Address and Password.*
- *First time applicants, please use the "New Applicant" link found below.*

Enter the correct E-mail address and password.

Por favor inicie la sesión

- *Si usted tiene una cuenta, por favor, inicie sesión con su dirección de correo electrónico y contraseña.*
- *Solicitantes de primera vez, por favor, utilice el enlace " New Applicant" que se encuentra a abajo. Ingrese la dirección de correo electrónico y la contraseña correcta.*

E-mail
[New Applicant?](#)

Password
[Forgot Password?](#)

Login

Please log in to your grant account if you are a returning applicant.

Note: If you are a new applicant, please create a grant account by following the instructions on the page.

How do you apply?



[Introduction Page](#) [Contact Information](#) [Request Information](#) [Project Information](#) [Organization Information](#) [Additional Organization Information](#) [Review My Application](#)

Introduction Page

[Printer Friendly Version](#) | [E-mail Draft](#)

* Required before final submission



Click on these sections to move back and forth through the application.

El Paso County American Rescue Plan Act Notice of Funding Opportunity (NOFO) Application Information and Guidelines

Proposal filing deadline: 5:00 PM on June 17, 2022

To view the entire application information and guidelines, please visit www.pdnfoundation.org and download the NOFO.

Contact Information

For questions about the NOFO and grants process, contact:

David Perez, PdNCF Consulting ARPA Funds Manager, davipere@hotmail.com, 915-519-1437

For questions regarding the Foundation's role, contact:

Dr. Michael Kelly, Vice President of Programs, Paso del Norte Health Foundation, mkelly@pdnfoundation.org, 915-218-2619

For questions about the electronic submission process, contact:

Claudia Perez, Program and IT Administrator, Paso del Norte Health Foundation, cperez@pdnfoundation.org, 915-443-0790

El Paso County Contact Information

This is the introduction page view.
The complete NOFO instructions can be found on www.pdnfoundation.org.

How do you apply?

Introduction Page **Contact Information** Request Information Project Information Organization Information Additional Organization Information Review My Application

Contact Information

Printer Friendly Version | E-mail Draft

* Required before final submission

Primary Contact

Please enter the contact information of the organization's President, CEO, or Executive Director

Prefix: First Name: Last Name:

Title:

Address:
Enter only if address is different from the organization's address

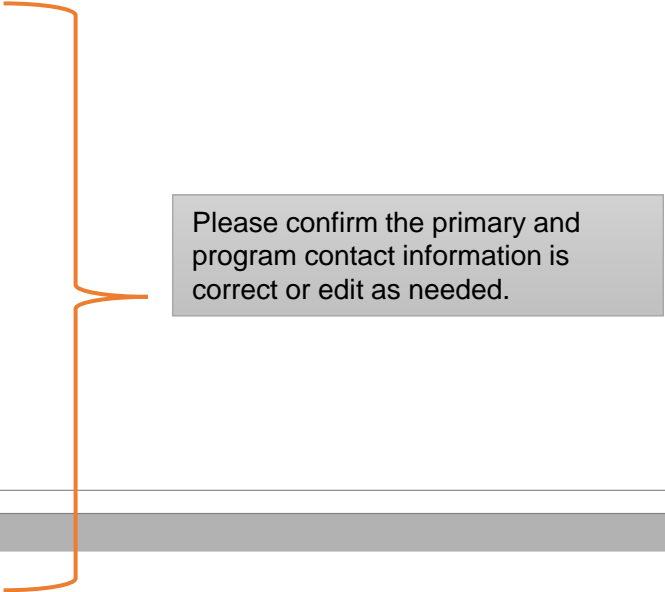
City: State: Zip Code:

Telephone: E-mail:

Program Contact

Please check if the program contact is the same as the organization's primary contact.
Leave blank if the program staff has not been assigned to the proposed project.

Prefix: First Name: Last Name:



Verify and confirm the information entered in the fields and/or edit as needed.
If the fields are blank, enter the requested information.

How do you apply?



- Introduction Page
- Contact Information
- Request Information**
- Project Information
- Organization Information
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Request Information

[Printer Friendly Version](#) | [E-mail Draft](#)

* Required before final submission


Request Information

* Proposed Project Title

* Requested Amount from El Paso County
Enter amount requested from El Paso County only

In-Kind amount

Leveraging Funds (from other sources)

Total Project Budget
Click on the calculator to sum total program budget
0.00 

* Grant Start Date

* Grant End Date

[Save & Finish Later](#)

[Next](#)

In this section make sure to enter the request amount plus any in-kind amount and/or funding coming from other sources. This information should match the budget and budget narrative.

How do you apply?

Introduction Page

Contact Information

Request Information

Project Information

Organization Information

Additional Organization Information

Review My Application

Project Information

Printer Friendly Version | E-mail Draft

* Required before final submission

Instructions and Requirements for Completion of the Proposal

Program Narrative

Please prepare the proposal according to the following instructions and requirements. The proposal narrative must be ten or fewer pages in length and may be single-spaced; the cover sheet, attachments, and the budget do not count against the page length. The proposal must use a legible font and have page numbers. Submit one original proposal with all required supporting documents through the online grants system. Proposals may not be considered for funding if submitted after the due date and time. Combine items 1-8 in a single PDF.

1. **Grant Application Cover Sheet:** Complete the grant application cover sheet. Combine the cover sheet with the 10-page grant application, the budget, and all letters of support in a single pdf. The cover sheet does not count against the page limit.
2. **Maximum one-page organizational summary.** Address the organization's history, including year established, experience with government funding or projects (include the number of government funds managed last year), and capacity to manage and report on funding, including any related accounting training. Also, address the capacity to implement the proposed program and if the program is new or an existing core program. Mention any cross-training of staff that may provide a safeguard for both accounting/reporting and program functions. The County seeks assurance of systems and controls to manage and spend the ARPA funds.
3. **Maximum two-page explanation of program need related to COVID.** In this section, the County seeks to understand the need for the proposed program, how it relates to COVID and the County's mission and [strategic plan](#). Health and safety along with programs for community assistance are a priority; career training is also a priority.
4. **Maximum six-page narrative describing the proposed work.** The County seeks to understand short and long-term goals plus how the program will be implemented and monitored. This section may include: the goal(s) for the proposed work; how the goals align with the County's mission or [strategic plan](#); a description of the strategy to reach the goals; a proposed timeline; areas of the County where the program will be offered; a basic program monitoring plan; and staffing for the proposed work.
5. **Maximum one page on sustainability.** Explain how the program will make a sustainable change or itself be sustained. Consider the following question for this section: "If the County cannot provide the funding requested, how can this project start in a limited capacity?"
6. **Letters of support and collaboration.** If the proposal involves collaboration, please upload letters of support indicating a willingness for specific support or collaboration. These do not count against the 10-page maximum.
7. **Proposed and categorized program budget.** Download the budget template from the PdNCF website at www.pdnf.org. Use the template to prepare a budget. This will consist of the grant request, which is the ARPA funding requested from the County; in-kind funds, which are funds or the value of space or services provided by the applying organization; and leveraged resources, which are funds or values of space or services provided by a partner organization. The request, in-kind, and leveraged resources total to the program budget. Include a narrative explaining the budget line items. The budget narrative does not count against the 10-page maximum but may not exceed one page.

Follow the instructions and upload the project narrative as a single document.

How do you apply?

Introduction Page | Contact Information | Request Information | Project Information | **Organization Information** | Additional Organization Information | Review My Application

Organization Information

Printer Friendly Version | E-mail Draft

* Required before final submission

Organization Information

* Tax ID

* Organization Name

Legal Name
Enter if different than the organization name

What is the organization's service area?
Select one or several areas that reflect the organization's service area(s)

* Mailing Address

* City * State * Zip Code

* Telephone

Verify and confirm the information entered in the fields and/or edit as needed.
If the fields are blank, enter the requested information.

How do you apply?

[Introduction Page](#)[Contact Information](#)[Request Information](#)[Project Information](#)[Organization Information](#)[Additional Organization Information](#)[Review My Application](#)

Additional Organization Information

[Printer Friendly Version](#) | [E-mail Draft](#)

* Required before final submission

Organization documents

Applicants must provide the following, where applicable and available, in separate uploads:

1. Self-Assessment Survey;
2. Subrecipient Information Form;
3. Corporate filing documentation evidencing not-for-profit charitable or government status with legal entity's name;
4. a list of the board of directors or other governing body;
5. copy of or, if only electronic, link to the organization's annual report;
6. copy of the organization's strategic plan;
7. the organization's tax return if gross receipts are greater than \$25,000.00 per year;
8. most recent financial audit with any management letter.

Upload the Self-Assessment Survey

No file chosen

Upload the Subrecipient Information Form

No file chosen

Upload the corporate filing documentation evidencing not-for-profit charitable or government status with legal entity's name

No file chosen

Follow the instructions and where applicable and available, upload the requested organization documents.

How do you apply?

Authorization

I am authorized to submit this proposal on behalf of the organization.

By signing this form, the applicant is certifying that the information herein is true and correct. I am acknowledging that I have been given the authority by Executive Leadership to submit this application on behalf of the organization.

Authorization Name

Authorization Date

Save & Finish Later

Review & Submit

The person submitting the application must be authorized to submit on behalf of the organization. An email confirming receipt of the application by the Health Foundation will be sent to the person completing the application.

Open for applicant questions

