Department of
Workforce Services
Utah's Job Connection

Funding Opportunities

00132 - Capacity Building For Refugee Communities Level 2

Program Area: Refugee

Final Application Deadline: 06/25/2013 12:00 PM

Description Return to Components

Enter all descriptive information about the opportunity in this section.

To save or edit this form, click Save or Edit button in the upper right hand corner of the screen. Need more help? Click Help in the upper left hand corner of the screen.

Description

Project Descrition

The Department of Workforce Services, Refugee Services Office (RSO), hereafter now as the Department (DWS), will award grants to refugee community-based organizations (RCBO) that can show they have capacity to manage grants and comply with the funding purposes. Through this grant the communities will further develop their organizational capacity in a way that will better assist needy families within their own communities to receive services in a culturally and linguistically appropriate and competent manner. The grants will also enable refugees to get effective education that will provide them with the tools to help them become self-sufficient.

Minimum Requirements

This application is specifically for those RCBO applicants categorized Level 2. An RCBO is categorized Level 2 if:

(a) They received an award from the preceding year's Capacity Building for Refugee Communities Grant.

(b) They were not required to return money from a Capacity Building for Refugee Communities Grant award due to noncompliance.

(c) They scored above a 3.0, but below a 3.8 on the 2012-2013 Capacity Building for Refugee Communities Grant March monitoring.

(d) They have not developed programming outside of the scope of the Capacity Building for Refugee Communities Grant for which they have raised in excess of $5,000.

If an RCBO does not meet the above requirements (a), (b), (c) and (d) there will be a separate application process for those RCBOs in May 2014.

Additional Requirements

- The RCBO must provide a single point of contact with whom RSO will communicate.
- The RCBO must scan and upload a copy of the business license for the specified county(s) or cities of operation and Charitable Permit for the State of Utah.
- The RCBO must scan and upload a copy of the Code of Conduct (Annex 2) and the Personal Information Confidentiality Agreement (Annex 3), signed by an authorized signature
- The RCBO must fill out the application, providing explanations where needed.
- The RCBO must develop a Work Plan (Exhibit 4)
- The RCBO must develop a Budget within the parameters of this grant (Exhxibit 3)
- The RCBO must scan and upload the Letter Documenting Adherence (Annex 4) to all terms and conditions of the application and the resulting federal and state requirement.

Who May Apply

- The RCBO must be a non-profit corporation of which 75% or more of the Board of Directors is from the language and cultural group of the refugee community.
- The RCBO has a Board in place that includes 30% or a minimum of 2 women in its composition. In 2013-2014, an RCBO may submit a plan to develop such a Board; however, in subsequent years this expectation will be mandatory to apply.
- The RCBO has By-Laws that reflect a charitable purpose.
- The RCBO is incorporated and its business registration is up-to-date.
- The RCBO has a charitable permit that is up-to-date.
- The RCBO has an Employer's Identification Number (EIN) that must be included.
- The RCBO has a target population of 150 individuals or 25 families whichever is larger. It must maintain a database of the families that will be served. Database must include names of household members, address, and contact number or otherwise, age, sex, occupation, date of arrival in United States and Utah. Database will be verified by the Department.

Funding Details

Grants will be awarded based on the answers to the application questions and must indicate willingness to comply with Level 2 grant regulations. The Level 2 grant is $13,920 in the first year and $13,495 if a subsequent year of Level 2 is required. An RCBO may only stay in Level 2 for a maximum five years before submitting a proposal for Level 3. If an organization is unable make a proposal for Level 3 after five years, they must wait for a year before applying for capacity building grant money again. The Department reserves the right to award partial grants.

Funds may only be utilized as per budget requirements (See Exhibit 3)

Period of Performance

Applicants must plan to operate programs from 1 July 2013 through 30 June 2014; a one year renewal will be at the Department's discretion.

Evaluation and Award

All submitted applications will be evaluated between June 28, 2013 and July 3, 2013. It is anticipated that all eligible grants will be awarded by July 3, 2013.

Timeline

Application Announcement	June 18, 2013
Pre-application conference	June 20, 2013 4 PM to 5:30 PM
Close application period	**June 28, 2013 at 12:00 PM (noon)**
Start Date	July 12, 2013

Note: the Pre-application Conference will be held 1385 So State St, Salt Lake City, UT Conference Room at 157A at 4:00 PM to 5:30 PM.

The Department strongly recommends and advises attendance to the Pre-Application Conference.

Questions

Questions or requested for additional information concerning this Application must be directed to **ws_procurement_request@utah.gov**. The Department will respond through the **ws_procurement_request@utah.gov**, all participants will be able to review the question and answers through **http://jobs.utah.gov/edo/rfp.html**.

All questions must be submitted, through ws_procurement_request@utah.gov before June 25, 2013 close of business.

Last Edited By: Gill Johns-Young, 06/18/2013

Dulles Technology Partners Inc.
© 2001-2013 Dulles Technology Partners Inc.
WebGrants 3.6 - All Rights Reserved.