



Centre County CARES Act COVID-19 County Relief Block Grant (CRBG) Non-Profit Application

Background

The Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law on March 27, 2020. The \$2 trillion economic relief package aims to protect the American people from the public health and economic impacts of COVID-19. The CARES Act provides economic assistance for local governments and American workers, families, and small businesses.

Act 24 of 2020 was signed by Governor Wolf on May 29, 2020. This legislation provides \$625 million in CARES Act funding by means of block grants for counties in the Commonwealth - with populations less than 500,000 - through the Pennsylvania Department of Community and Economic Development (DCED). This funding is strictly for support of COVID-19-related activities to offset the cost of direct county COVID-19 response; assist businesses and municipalities; provide behavioral health and substance use disorder treatment services; fund non-profit assistance programs; and deploy broadband to unserved or underserved areas.

Centre County is partnering with Centre Foundation on the application process for this grant. Centre Foundation is managing the application process, but will not have any role in the grant decision process. Centre Foundation worked closely with the county to design the application. They will process the applications and vet all applicants to assure applications are complete and applicants are fully qualified. Once that processing and vetting is completed, all application information will be sent to Centre County for funding decisions.

Eligibility

Applicants must:

Be a non-profit organization recognized under Section 501(c)(3) or 501(c)(19) of the Internal Revenue Code.

Operate from a physical location in Centre County and provide services to Centre County residents.

Have less than 100 employees working at Centre County locations.

Demonstrate increased expenses and/or loss of income due to the impact of the COVID-19

crisis.

Instructions

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Answer all questions completely and accurately. It is important that this form be completed in its entirety. If parts are left blank, we may not be able to fairly evaluate this non-profit grant application.

To complete the application you will need the following items. It will be helpful to prepare these prior to starting:

Organization's Employer Identification Number (EIN)

Eligible Expenditures from March 1, 2020 through July 31, 2020: (rent, mortgage interest, cable, utility, internet, phone, spoilage, PPE, cleaning supplies, unemployment compensation contributions, and other related expenses)

Income Statements for March 1 through July 31, 2019 and March 1 through July 31, 2020

Most Recently Filed Form 990 (Or Proof of Submission of 990N)

Form W-9 (Can be found here: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>)

IRS Letter of Determination

Fields marked with * are required.

Saving Your Application

To complete this application, you do not need to create an account, but you can create one in order to save the progress of your application prior to submission. The account you create will be hosted by Formsite.com. Formsite.com contains their own privacy policy and terms of use for Formsite.com account holders.

You will NOT be able to submit the application until ALL required questions are answered and all required documentation is uploaded.

Due Date and Assistance

Applications are open from Monday, September 14 at 9:00 am to Monday, September 28 at 5:00 pm.

For assistance with this application, contact Centre Foundation at 814-237-6229 or grants@centre-foundation.org.

Email messages will be responded to more quickly due to Centre Foundation staff working remotely.

Save & Return

Use an account to return to saved work.

Log in

Contact Information

Name of Representative Submitting Application

First Name

Last Name

Title/Role Within the Organization

Email Address

Phone Number

Legal Name of Organization

Fictitious Name of Organization

Organization's Federal Tax ID Number (EIN)

Organization's Mailing Address

Street Address

Address Line 2

City

State

Zip Code

Executive Director Contact Information

If applicant organization does not have an Executive Director please provide information for the individual who is authorized to sign the final grant agreement.

Executive Director First Name

Executive Director Last Name

Title/Role Within the Organization

Executive Director Email Address

Executive Director Phone Number

Organization Overview

What is your organization's charitable status? Only organizations recognized under Section 501(c)(3) or 501(c)(19) of the Internal Revenue Code are qualified to apply for this grant.

501(c)(3)
501(c)(19)

Does your organization operate from a location(s) in Centre County?

Yes
No

List all locations where your organization operates in Centre County.

Which program area best describes your organization?

Animal Welfare
Arts & Culture
Community Benefit
Education
Environment
First Responders
Health
Libraries
Museums and Historical Societies
Parks and Recreation
Religious
Social Service
Veteran Service

Does your organization perform services which fall into any of the following categories? It is not required that applicant has programs in these areas but these program areas will receive priority per the Pennsylvania Department of Economic Development (DCED) guidelines.

Behavioral Health
County Fairs
Food Distribution
Tourism

How many employees does your organization have working within Centre County? This grant is only open to organizations with less than 100 employees working at Centre County locations.

If none, enter "0".

Number of Employees as of March 1, 2020

Number of Employees as of July 31, 2020

As of July 31, 2020, what percentage of your staff working in Centre County also reside in Centre County?

Please describe in detail how the COVID-19 Disaster has affected your organization and your organization's ability to provide services to residents of Centre County.

Financial Information

You will need your organizational income statements for the period of March 1- July 31, 2019 and March 1- July 31, 2020 to complete this section. You will also need access to your

organization's detailed operating expenses for the period of March 1- July 31, 2020.

Please report only revenue and expenses for your organization's Centre County locations/operations.

Revenue

Total Revenue for March 1 - July 31, 2019

Total Revenue for March 1 - July 31, 2020

Difference

Expenses

Total Expenses for March 1 - July 31, 2019

Total Expenses for March 1 - July 31, 2020

Eligible Expenditures:

Please list your organization's operating expenses in the following Eligible Expenditure categories (as identified by the DCED) for the period of March 1, 2020 through July 31, 2020.

If none, enter "0".

March 1, 2020 through July 31, 2020 (actual):

Rent

Mortgage Interest

Utility Bills

Cable

Internet

Phone

Spoilage (any materials that could not be used due to closures, etc.)

Personal Protective Equipment (PPE) Purchases

Cleaning Supplies

Unemployment Compensation Costs (Employer's Contribution)

Any other costs associated with the non-profit's COVID-19 direct response, planning, outreach, and/or efforts to mitigate the spread of COVID-19.

Total:

If there are other similar operating expenses that should be considered in determining the amount of the grant you receive, please list the type and amount of those expenditures with an explanation of why you believe they should be considered.

Do you project a continued loss from August 1, 2020 through December 30, 2020? If so, please explain.

Please indicate if you have applied for, been awarded, or plan to apply for the following

programs.

Receipt of such funds will not disqualify applicants, but applicants who did receive such funds will not be included in the first round of grant payment checks.

If none, enter "0".

EIDL Advanced (CARES Act Economic Injury Disaster) Amount

EIDL Loan (CARES Act Economic Injury Disaster Loan Program assistance) Amount

PPP Loan (CARES Act Paycheck Protection Program assistance) Amount

Other Disaster loans/grants/programs (examples: CDFI, Progress Fund, State Working Capital Program, etc.) Amount

Is there any additional information you would like us to consider while reviewing your application?

Supporting Documents

To complete this application, you will need to upload the following documents.

Income Statements for March 1 through July 31, 2019 and March 1 through July 31, 2020

Most Recently Filed Form 990 (Or Proof of Submission of 990N)

Form W-9 (Can be found here: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>)

IRS Letter of Determination

Upload an Income Statement for March 1 through July 31, 2019

Upload an Income Statement for March 1 through July 31, 2020

Most Recently Filed Form 990 (or proof of submission of 990-N)

Form W-9

IRS Letter of Determination

NOTE: Receipts are not necessary for this grant submission. Please retain all business records for five (5) years regarding this grant. Although we do not anticipate that you will need to supply additional records, if Centre County is audited by the U.S. Treasury or others, there may be a need to request additional information.

If awarded, Applicant will be required to sign a Non-Profit Grant Agreement.

I certify that all information on this application is truthful and complete to the best of my knowledge and that I am authorized to submit this application.