



**NONPROFIT SUSTAINABILITY FUNDS (CARES Act)
City of Staunton or Augusta County**

Frequently Asked Questions (FAQs)

Thank you for your interest in the Nonprofit Sustainability Grants programs that we are administering on behalf of the City of Staunton and Augusta County. Through this program, we will be distributing CARES Act funding for which all related Federal guidelines and restrictions apply. The deadline for submitting your grant application is **Monday, November 30, 2020 at 11:59 p.m. EST.**

The City of Staunton and Augusta County recognize the impact the pandemic has had on nonprofit organizations that serve the members of our communities. Together they are allocating a total of \$400,000 to eligible nonprofit organizations whose services to the community have been affected by COVID-19, in a manner similar to Waynesboro’s Nonprofit Sustainability Fund. These grants are part of the Federal funding made available to the City and the County from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). As such, grants are intended to reimburse nonprofit organizations for actual expenses incurred as a result of service interruptions due to COVID-19.

Please read these FAQs below **BEFORE** completing your application:

If you have any questions about this information or at any time during the application process, please contact Cristina Casado at ccasado@cfcb.org and/or (540) 213-2150.

Before you apply, please know that:

- You cannot include expenses that have already been reimbursed by other Federal funds.
- If you received a PPP loan or similar funding, you can apply for this grant. Submit for reimbursement only those expenses that were not used to qualify for forgiveness of that loan.
- Funds can only be used for expenses incurred between March 1 and November 15, 2020.
- Revenue replacement is not a permissible use of funds. Examples include the loss of revenue from a cancelled fundraising event. However, actual expenses related to cancelled events are eligible (i.e., non-refundable deposits paid to vendors).
- You will be asked to provide receipts or other proof of payment for individual expenses greater than \$750. Please scan all receipts into one PDF file.

Available Funds:

- * City of Staunton Nonprofit Sustainability Fund: \$300,000
Organizations with operational budgets (OBs) over \$500,000 are eligible for up to \$20,000
Organizations with OBs between \$100,000 and \$499,999 are eligible for up to \$15,000
Organizations with OBs less than \$100,000 are eligible for up to \$10,000
- * Augusta County Nonprofit Sustainability Fund: \$100,000
Organizations with OBs over \$500,000 are eligible for up to \$20,000
Organizations with OBs between \$100,000 and \$499,999 are eligible for up to \$10,000
Organizations with OBs less than \$100,000 are eligible for up to \$5,000

We encourage you to submit all eligible items for reimbursement even if the total amount is above your maximum eligibility.

Is our organization eligible to receive grants from both Funds?

If your organization is physically located in the City of Staunton or Augusta County, you will be eligible only for a grant from that locality's Fund. If your organization is located elsewhere, but serves the residents of the City of Staunton and/or Augusta County, the locality for which you serve the greatest concentration of residents will determine the Fund from which you may be eligible for a grant.

Who is eligible to receive a grant?

Tax-exempt 501(c)(3) charitable organization, including those under fiscal sponsorship of the same, that meet each of the following conditions:

- Nonprofit organizations located in the City of Staunton or Augusta County, as well as nonprofit organizations located elsewhere but serving the residents of the City and/or the County. Priority will be given to nonprofit organizations physically located within the County or City limits. Organizations located elsewhere will be considered to the extent that funds are available.
- Nonprofit organizations that have suffered a **service interruption** due to COVID-19

What are service interruptions?

Your nonprofit organization must have suffered a service interruption due to COVID-19 such as closure, an increase in caseload, or a response to the public health crisis, which may include but is not limited to:

- Change in service model (i.e. meeting with clients virtually, etc.)
- Decreased number of clients served
- Decreased operating hours
- Decreased staffing
- Decrease in services due to reduction of revenue
- Suspended services or programs
- Increased costs related to COVID-19 prevention measures
- Disrupted supply network leading to shortage of critical inventory or materials

How can our organization use these funds?

Funds can only be used, in accordance with the CARES Act, to reimburse your organization for actual expenses incurred between March 1 and November 15, 2020 that were a result of service interruptions due to COVID-19. Expenses acceptable for reimbursement by a grant include but not limited to:

- Personal Protective Equipment (PPE)
- Changes in service model to ensure continued services to residents (i.e. expenses to provide for home delivery of goods and services)
- Other equipment and supplies to promote health and safety
- Technology to facilitate virtual organization operations
- Professional services related to the design and construction/alteration of the built environment necessary to promote physical and social distancing, as well as the actual costs for alterations
- Initial cleaning and disinfection services prior to reopening
- Actual expenses related to cancelled events (i.e., non-refundable deposits paid to vendors)
- Certain operating expenses, specifically rent/mortgage payments and utilities (gas, electricity, telephone and internet services, but not water bills)

Please note that Cristina Casado will be available via Zoom on Fridays, November 6 and 13 anytime between 9 AM and 12 PM to discuss any aspect of these grant programs and your application. Here is the Zoom link: <https://rb.gy/2w9iff>.



This grant is administered by the Community Foundation of the Central Blue Ridge
on behalf of the City of Staunton and Augusta County