

MontcoStrong 2021 Non-Profit Resiliency Grant Program

The Montgomery County Board of Commissioners has made financial resources available via the MontcoStrong 2021 Nonprofit Resiliency Grant Program for nonprofit entities who have suffered disruptions or financial losses due the COVID-19 pandemic. The financial support to employers and stakeholders will help to ensure that these organizations are able to participate in the restoration, wellbeing and livelihood of our residents, businesses and communities.

Up to **\$5,000,000** in funding is being made available for this program to help provide operational support for eligible applicants. The program is being administered by the Montgomery County Commerce Department through the Redevelopment Authority of Montgomery County. The application window will open at **Noon on Monday, July 19, 2021** and close at **Noon on Tuesday, August 10, 2021**.

Before proceeding, please make sure you have thoroughly reviewed the guidelines and have the required documentation for the application ready for submission. Program guidelines, FAQ, and other information can all be found at www.montcopa.org/MSNP2021. (<http://www.montcopa.org/MSNP2021>).

* Required

Applicant Information

1. Organization Name *

Please provide the legal name of the entity applying for this grant. This will be the name used for contracting and grant disbursement purposes. If applying as a fiscal sponsor for another entity, please put your organization name first followed by the entity you are applying as fiscal sponsor for. For example - Vandalay Charities on behalf of the Human Fund

2. Mailing Address - Street *

Please enter the street address for the organization's mailing address. This is the address a grant check will be mailed to. Example - 123 Main Street

3. Mailing Address - Post Office *

Please enter the post office for the organization's mailing address. This is the address a grant check will be mailed to. Example - Royersford

4. Mailing Address - State *

Please enter the state for the organization's mailing address. This is the address a grant check will be mailed to. Example - Pennsylvania

5. Mailing Address - Zip Code *

Please enter the zip code for the organization's mailing address. This is the address a grant check will be mailed to. Example - 19426

6. Physical Location - Street Address *

Please enter the street address of the primary physical location from which the organization applying for this grant provides services to Montgomery County residents, communities, and/or businesses. Example - 123 Main Street

7. Physical Location - Post Office *

Please enter the post office of the primary location from which the organization applying for this grant provides services to Montgomery County residents, communities, and/or businesses. Example - Rockledge

8. Physical Location - State *

Please enter the state of the primary location from which the organization applying for this grant provides services to Montgomery County residents, communities, and/or businesses. Example - Pennsylvania

9. Physical Location - Zip Code *

Please enter the zip code of the primary location from which the organization applying for this grant provides services to Montgomery County residents, communities, and/or businesses. Example - 19401

10. Physical Location - Municipality *

Please select the municipality from which the organization applying for this grant provides services to Montgomery County residents, communities, and/or businesses.

- Abington Township
- Ambler Borough
- Bridgeport Borough
- Bryn Athyn Borough
- Cheltenham Township
- Collegeville Borough
- Conshohocken Borough
- Douglass Township
- East Greenville Borough
- East Norriton Township
- Franconia Township
- Green Lane Borough
- Hatboro Borough
- Hatfield Borough
- Hatfield Township
- Horsham Township
- Jenkintown Borough
- Lansdale Borough
- Limerick Township
- Lower Frederick Township
- Lower Gwynedd Township
- Lower Merion Township
- Lower Moreland Township
- Lower Pottsgrove Township
- Lower Providence Township
- Lower Salford Township
- Marlborough Township
- Montgomery Township
- Narberth Borough
- New Hanover Township
- Norristown Borough
- North Wales Borough
- Pennsburg Borough

- Perkiomen Township
- Plymouth Township
- Pottstown Borough
- Red Hill Borough
- Rockledge Borough
- Royersford Borough
- Salford Township
- Schwenksville Borough
- Skippack Township
- Souderton Borough
- Springfield Township
- Telford Borough
- Towamencin Township
- Trappe Borough
- Upper Dublin Township
- Upper Frederick Township
- Upper Gwynedd Township
- Upper Hanover Township
- Upper Merion Township
- Upper Moreland Township
- Upper Pottsgrove Township
- Upper Providence Township
- Upper Salford Township
- West Conshohocken Borough
- West Norriton Township
- West Pottsgrove Township
- Whitmarsh Township
- Whitpain Township
- Worcester Township
- City of Philadelphia
- A Berks, Bucks, Chester, Delaware, or Lehigh County Municipality
- Other

11. Name of Organization Contact *

Please enter the name of the primary contact from the organization for this grant application. This will be the person that all grant-related correspondence will be sent to via email.

12. Title of Organization Contact *

Please enter the title of the organization contact for this grant application. Example - Chief Operating Officer

13. Email Address of Organization Contact *

Please enter the email address of the organization contact for this grant application.

14. Phone Number of the Organization Contact *

Please enter the phone number for the organization contact for this grant application. The format for the number should be entered as ###-###-####.
Example - 610-555-1234

15. Organization Website *

Please enter the address for the organization's website. If there is not one, please enter "N/A"

16. Organization Employer Identification Number (EIN) *

Please enter the EIN for the organization applying for this grant.

17. Board Chair *

Please enter the name of the Board Chair or the Senior Officer of the Board of Directors for the organization applying for this grant.

Organization Eligibility and Grant Information

18. Type of Organization Applying As? *

- 501c3
- 501c4
- 501c6
- 501c19

19. Organization Focus *

Please select the one option that best describes the organization's primary focus.

- Food, Health, and/or Housing Insecurity Services & Support
- Childcare/Educational Services, Mental Health, and Health/Wellness Services & Support
- Elder and/or Vulnerable Population Services & Support
- Environmental Stewardship
- Arts & Cultural Enrichment
- Community, Economic, and/or Workforce Development Services & Support
- 501c6 Chamber of Commerce
- 501c19 Entity Providing Support to Veterans in Montgomery County

20. Date Approved as a 501c Entity by the Internal Revenue Service (IRS)? *

Please enter the date approved by the IRS. If unsure, enter "Unsure".

21. Program Eligibility Criteria *

Please select one of the following that best describes your eligibility for this program as it relates to service to Montgomery County residents, communities, and/or businesses.

- Have at least one physical location where services are provided from in Montgomery County, Pennsylvania and where services are available to Montgomery County residents/communities/businesses.
- The organization's scope of service is comprised of approximately 50% Montgomery County, Pennsylvania residents/communities/businesses. Scope of service may be the percentage of individuals served and/or the geographic service area of the organization.
- The organization's scope of service includes Montgomery County and at least 50% of its current employees are residents of Montgomery County, Pennsylvania as of the date of application.

22. Number of employees (both full-time and part-time) being paid as of June 1, 2021? *

This is specific to the number of employees working for the organization applying for this grant and specific to this grant application (in instances of a fiscal sponsorship or administrative umbrella entity) as of June 1, 2021. Please enter this response as a number. Example - 12

23. Basic Description of the Organization? *

Please provide a general description of the organization, its activities, its history, etc.

24. Scope of Service *

Please describe the organization's scope of service - both in terms of geography and the services provided in and (if applicable) beyond Montgomery County, Pennsylvania.

25. Mission Statement *

Please provide the mission statement of the organization applying for this grant. If one is not adopted, please enter "N/A"

26. How does the organization support the residents, communities, and/or businesses of Montgomery County, Pennsylvania *

27. How has the organization responded to COVID-19 and has the organization engaged in specific response efforts to aid Montgomery County residents, communities, and/or businesses. *

28. Is the organization currently 60 or more days behind on any payments due for rent, loans, credit cards, and/or other accounts payable? *

Select all that apply.

- Rent/Mortgage
- Loan(s)
- Credit Card(s)
- Accounts Payable
- Payments or obligations owed to a Government Entity
- Other
- No 60 day delinquencies as of date of application

29. Does anyone in the leadership of the organization have a family relationship with an employee of the government of Montgomery County, Pennsylvania? *

If no, enter "No"; if yes, please describe the nature of any relationships. Organization leadership is defined as senior management and Board of Director officers.

30. Does the organization have any contracts with Montgomery County or any entities thereof? *

If no, enter "No"; if yes please describe the contract relationship(s).

Grant Amount and Proposed Use of Funds

31. Did the organization applying for this grant receive any of the following since March 2020? *

- US SBA EIDL
- US SBA PPP
- A MontcoStrong grant
- Other local, state, and/or federal funding related to COVID-19 response activities
- None of the above

32. What was the organization's reported revenue for IRS purposes in 2018? *

Please enter as a dollar amount. Example - \$15,000

33. What was the organization's reported revenue for IRS purposes in 2019? *

Please enter as a dollar amount. Example - \$15,000

34. What was the organization's revenue for IRS purposes in 2020? *

Please enter as a dollar amount. Please note that an estimate of revenue is allowed if a 2020 990 or 2020 990 exemption has yet to be filed. Example - \$15,000

35. What is 75% of the organization's average revenue from 2018 to 2020. *

To calculate, please add together your responses from Questions 32, 33, and 34. Divide that sum by 3 and then multiply by .75. For example, if your revenue from 2018 is \$35,000, from 2019 is \$38,000, and from 2020 is 51,000, the sum total is \$124,000. Dividing that number by 3 equals an average revenue of \$41,333. When multiplied by .75, the correct amount to input for this question is \$30,999. Please enter this as a dollar amount. Example - \$30,999

36. What is the grant amount being requested? *

Please refer to Page 2 of the Program Guidelines (available online at www.montcopa.org/MSNP2021 (<http://www.montcopa.org/MSNP2021>)) as well as your answer to question 35 before answering this question to ensure you enter the appropriate grant request amount. Please note that a grant award may be given at an amount less than what is requested and grant award amounts are not subject to appeal. Please enter your response as a dollar amount. Example - \$30,999

37. If awarded a grant, how will the organization utilize the grant funds within the parameters set forth in the program guidelines? *

Please be as detailed as possible. A good way to answer this would be - "We are requesting a grant of \$25,000. If awarded a grant we plan to use it to cover our already paid rent for the first 6 months of 2021 (\$2,500 for a total of \$15,000) and the remainder to cover part of our employee salary costs incurred in June 2021 (\$10,000)."

38. If awarded a grant, how will these funds impact the overall operation of the organization? *

Tell us what this will do to help the short and long term resiliency of the organization. How does this help your ability to operate, thrive, and serve the residents, communities, and/or businesses of Montgomery County moving forward?

Acknowledgements

39. In order for your application to be considered complete, you acknowledge the following:

1. I acknowledge that all of the information herein is accurate to the best of my knowledge as of the date of application submission.
2. I acknowledge that submission of a grant application is not a guarantee of a grant award; furthermore I accept that feedback on individual applications will not be provided regardless of the final determination of a grant award.
3. I acknowledge that the application review committee will determine the amount of the grant award based on the application submitted; the factors in the determination include explanation of need and the explanation of impact on the residents, businesses, and/or communities of Montgomery County, Pennsylvania; furthermore, I acknowledge that the determinations of the review committee are final and cannot be appealed.
4. I acknowledge that applicants and grantees for this program are responsible for following the rules, regulations, and contract stipulations of loan and grant programs regardless of the source of funds; furthermore, I acknowledge that it is the responsibility of a grantee to use and report on all funds appropriately whether sourced from local, County, State, and/or Federal government programs.
5. I acknowledge that all grant funds awarded that are not expended in accordance with the program guidelines and grant contract will need to be returned to the Redevelopment Authority of Montgomery County (as program administrator). Additionally, I acknowledge that all grant funds not spent in accordance with the program guidelines and/or grant contract will need to be repaid to the Redevelopment Authority of Montgomery County.
6. I acknowledge the organization is responsible for properly reporting and paying any and all tax obligations to the state and federal government as a result of this grant award.
7. I acknowledge that there are reporting requirements as part of receiving a grant and agree that should the organization applying be awarded grant funds all reporting will be done in a timely and appropriate manner.
8. I acknowledge that if my organization is awarded grant funds, one or more parties with authorization on behalf of the grantee may be required to sign a contract requiring that grant funds will be used as stipulated by the program guidelines and grant contract. Furthermore, I acknowledge that any unused funds will be returned and that any use of funds that violates the grant contract may result in legal action including prosecution.

*

- I acknowledge and accept all of the conditions herein on behalf of the organization applying for this grant and agree the organization, its Board of Directors, and its employees will adhere to all acknowledgement and the terms of conditions of a grant contract if awarded funds.

Supporting Documentation and Submission of Application

40. Supporting Documentation *

In order to submit a complete application for review, the following documents must be emailed to MSNP2021@montcopa.org (<mailto:MSNP2021@montcopa.org>) at this time. Failure to provide these documents will result in an incomplete application. The required documents should be sent as individual attachments in one email with the name of the organization applying for this grant as the email subject. In the event of large attachments, more than one email may be sent.

The email with the required documentation should be submitted now as you are completing this grant application.

The required documents are:

1. 2019 or 2020 signed and filed IRS Form 990 or IRS Form 990 Exemption. This should be submitted as an email attachment in .pdf format.
2. A W-9 form for the applicant entity. A template form is available at www.montcopa.org/msnp2021 (<http://www.montcopa.org/msnp2021>). This document should be completed, signed, and submitted as an email attachment in .pdf format.
3. Proof of IRS 501c status. Acceptable forms of proof are the letter from IRS granting said status or a signed letter from the organization's accountant, solicitor, or Board Chair acknowledging the organization is in good standing as an IRS 501c entity. This should be submitted as an email attachment in .pdf format.

The email with the supporting documentation has been sent to MSNP2021@montcopa.org (<mailto:MSNP2021@montcopa.org>).

41. Submission *

Please type your name, as it appears on your photo identification. This certifies that you have legal authority to submit this grant on behalf of the applicant and also you affirm that the information contained in the application is true and correct and is made subject to penalty of perjury. You also affirm that if awarded this grant, any and all required documentation and reporting will be completed such that it will be true and correct and will be made subject to the penalty of perjury.

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