



Human Service Nonprofit Assistance for COVID-19

Round 2 (Due Sept 11th)

Application Instructions

Eligibility

Nonprofits must meet the following criteria to be considered for funding:

- Provide human/social services to the residents of the City and Borough of Ketchikan, who are at risk of being homeless or have food or shelter insecurity. The City encourages projects and programs with components that foster direct impact to the community's vulnerable populations.
- Be an IRS-certified 501 nonprofit
- Have been in operation serving City and Borough of Ketchikan residents since at least January 1, 2019
- Majority of the organization's local board of directors or local advisory board and its officers must be Alaska residents. A local affiliate of a national organization must have a local advisory or governing board
- Faith-based nonprofits are eligible, so long as they provide services which are promoted and available to the general public without regard to religious affiliation
- Nonprofit organizations "that are principally engaged in teaching, instructing, counseling, or indoctrinating religion or religious beliefs, whether in a religious or secular setting, or primarily engaged in political or lobbying activities" are not eligible (as per 13 CFR § 120.110(k) in the Code of Federal Regulations)
- Services must be impacted by COVID-19 (loss of revenue, increase in demand, etc.)

Grant Availability

The total funds available are \$550,000 for the City and Borough combined. Nonprofits are allowed to apply for the following:

- Tier 1: Up to \$10,000 for nonprofits of less than \$50,000 in annual revenue
- Tier 2: Up to \$25,000 for nonprofits of above \$50,000 in annual revenue

To Apply

Applications will be accepted until **September 11th, 2020**.

Submit applications in one of the following ways:

- *Email:* james.johnson@comconnections.org
- *Fax:* attn. James Johnson (907) 225-1541
- *Mail or hand-deliver to:*
Community Connections
Attn: James Johnson
721 Stedman St
Ketchikan AK 99901

Applications may be amended before the deadline. Incomplete applications will be rejected.

Applicants will be notified of the status of their application via email to the contact person on the application.

If the demand for grants exceeds available funds, we reserve the right to allocate the funds on a first come, first serve basis. Applications will be date-stamped and processed on an ongoing basis.

This funding is not for operations.

Use of Funds and Reporting

By September 30, 2020: Grant recipients are required to submit a one-page narrative report to Community Connections of how the funds were used or how the funds plan to be used.

By December 30, 2020: Grant funds must be fully expended.

Questions

Contact James Johnson at Community Connections for more information or for clarification.

Phone: (907) 225-7825

Email: james.johnson@comconnections.org

Please go to <https://www.comconnections.org/covid-relief> for the application.