

CERT/Citizens Corps

**FY 2022-2023 Request for
Proposals**

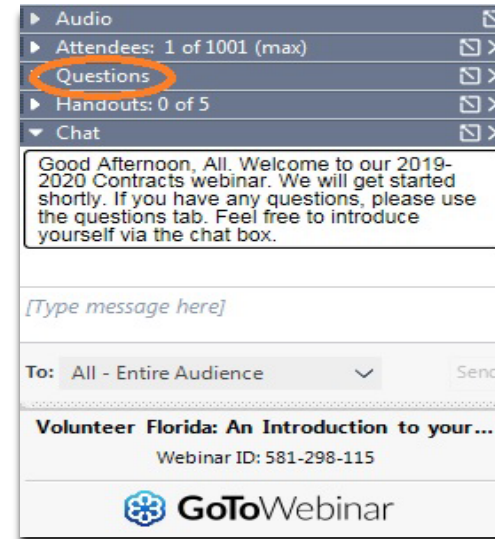
Technical Assistance Webinar



volunteerflorida

Tips for Participating

- Please mute your cell phones.
- To ask questions, use the Questions bar on the panel most likely on the right side of your screen OR
- Click on the hand icon to let us know you have a question
- Recording will be available after the session at <https://www.gotostage.com/channel/volunteerfl>



Overview

- Volunteer Florida anticipates receiving up to \$140,000 for disaster preparedness, training, and education needs of Floridians through a Community Emergency Response Team (CERT) and/or a Citizens Corps (CC) Program.
- Maximum award per grantee will be \$10,000; however requests may be limited to a minimum of \$5,000.
 - Eligible applicants may apply for a both CERT or CC award; however separate applications must be submitted.
- Period of performance is October 1, 2022- August 31, 2023.



Eligibility

- An organization applying for a CERT or CC grant must:
 1. Be a county or city within the State of Florida, Fire Tax District, regional planning council, state supported community colleges, colleges, and universities, or a federally recognized tribe.
 2. Complete an online application.
- Previous grant recipients are eligible to apply for FY 2022-2023 grant if they have completed all close out paperwork on the previous grant and are in good standing with VF.
- Previous CERT/CC grantees performance (i.e. those who did not expend 100% of funds and/or submit timely reports) will be taken into consideration in the final application selection.



Funding Objectives

1. **Planning:** a methodical way to engage the whole community in the development of a strategic, operational, and community based approach to preparedness.
2. **Organization:** funds may be used for all-hazards emergency management operations, staffing, and other day-to-day activities in support of emergency management, including staffing CERT and Citizen Corps positions at the state and local levels in order to promote whole community engagement in all phases of emergency management.
3. **Training:** should foster the development of a community-oriented approach to emergency management that emphasizes engagement at the community level, strengthens best practices, and provides a path toward building sustainable resilience.
4. **Exercise:** Funds used to design, develop, conduct and evaluate an exercise.



Funding Objectives

5. **Equipment:** allowable equipment categories for the EMPG Program are listed on the web-based version of the Authorized Equipment List (AEL) at: <https://www.fema.gov/authorized-equipment-list>.
6. **Management and Administration:** activities are those defined as directly relating to the management and administration of EMPG Program funds, such as financial management and monitoring.
 - M&A costs can not exceed 5% of the total grant award and must be included in your proposed budget.



Funding Prioritization

- Each complete application shall be evaluated and acted upon in a multi-stage process balancing timeliness with fiduciary responsibilities.
- Stage one involves staff review and preparation.
- Stage two involves evaluation by Volunteer Florida and Division of Emergency Management/State Emergency Response Team staff through a competitive review process against scoring criteria identified in the RFP.



Fatal Criteria

Proposals will not be reviewed for funding unless all of the following criteria are met:

The proposal was submitted in the Blackbaud online portal and received by Volunteer Florida no later than **Wednesday, September 1, 2022 by 5:00 pm EDT**. Proposals will not be accepted via email or hard copy.

The proposal must include:

1. A completed application
2. Supporting documentation:
 - Letter of Support or Acknowledgment from Corresponding Emergency Management Office (except in the case where the applicant is the County Emergency Management Office)
 - Proposed program budget



Budget

- Grantees are required to provide a 100% in kind and/or cash match. The use of volunteers can be used toward match. Currently, volunteer hours are valued by the Independent Sector at \$28.54/hr.
- Grants are cost reimbursement only.
- After the notice of award, Volunteer Florida will provide clarification and feedback on the proposed budget during the week of September 15, 2022 to September 23, 2022 to the applicant.
 - At the discretion of Volunteer Florida, based upon funding availability, priorities, and other factors, a sub-grantee may be funded at less than their requested amount.



Other Requirements

Quarterly Reporting:

Successful sub-grantees will report to Volunteer Florida on a quarterly basis via Blackbaud. Anecdotal, testimonials, and pictures will be required.

Financial Reporting:

Successful sub-grantees will report to Volunteer Florida on a quarterly basis with submission of a Volunteer Florida Periodic Expenditure Report (PER) and appropriate supporting documentation of expenditures AND match.

- After submission of an invoice, Volunteer Florida has 45 days to reimburse the organization.
- Sub grantees will be required to attend a PER 101 webinar shortly after executed contracts are received.



Technical Webinar: Finance

August 22, 2022

10:00 am-11:00 am EDT

Question Responses Posted:

August 24th, 2022

COB



CERT/Citizens Corps Anticipated Timeline

FY 22-23 CERT/Citizen Corps RFP Timeline:

Task	Deadline
Request for Proposal & Application Release	August 1, 2022 COB
Technical Assistance Webinar	August 11, 2022 10:00 am – 11:00 am EDT
Technical Assistance Responses Posted	August 12, 2022 COB
Technical Assistance: Finance Webinar	August 22, 2022 10:00am-11:00am EDT
Technical Assistance: Finance Responses Posted	August 24, 2022 COB
Deadline for Receipt of Applications via Blackbaud	September 1, 2022, 5:00 EDT
Grant Review Period	September 2, 2022 – September 13, 2022
Intent to Award Posted	September 14, 2022 COB
Budget Clarification/Approval	September 15, 2022 – September 23, 2022
Anticipated Contract Award	October 1, 2022
Contract Period of Performance	October 1, 2022 – August 31, 2023

Important to note: Technical Assistance Responses for this webinar will be posted: **Friday, August 12, 2022, COB**

Q & A Session

Use the chat or questions feature or email Shanelle@volunteerflorida.org or Christy@volunteerflorida.org

