



CBO-PHG FY 2024-25 Notice of Funding Availability

1. INTRODUCTION

Purpose

The Community Based Organization/Preventive Health Grant (CBO/PHG) programs provides funding for local programs/projects that support and complement (not duplicate) the efforts of the County's health and human services departments in promoting the health and well-being of the community, encouraging behaviors and activities that focus on enabling County residents to reach and maintain optimal health, stability, and independence.

Source and Funding Amount

The Community Based Organization Grant program receives its funding from the County General Fund. A total of \$926,943 was distributed to community based non-profit organizations in FY 2023-24.

The Preventive Health Grant program receives its funding from a lawsuit settled by the tobacco industry in 1998. In FY 2023-24, \$405,000 was awarded for preventive health grants.

The total amount of funds available for the FY 2024-25 CBO/PHG Grant Program has not been determined as of the release date of the Request for Application (RFA).

For FY 2023-24 CBO-PHG Allocations please visit the following link:

<https://agenda.slocounty.ca.gov/IIP/sanluisobispo/agendaitem/details/16572>

Timeline:

Please see below timeline for this RFA. Any changes in the scheduled dates for Deadline for Application Questions and Application Submission Deadline will be posted on the County Administration Office website. The timeline for other milestone dates may be adjusted without notice.

RFA Timeline	Date/Time
RFA Issued	March 6, 2024
Deadline for Applicants to Submit RFA Questions	March 20, 2024, at 11:59 p.m.
Application Submission Deadline	April 17, 2024, at 11:59 p.m.
Review Committee Evaluation of Applications	May 2024
County Administrative Office Submits Award Recommendations to the Board of Supervisors	July 9, 2024
Awardees Revised Scope of Work due to County	July 24, 2024
Execute Award Contracts	August -- September 2024



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Application Instructions:

- Each organization (or lead agency for a coalition/partnership) must submit a separate and complete application for each proposed project.
- Each application, including attachments, should be combined in one PDF document.
 - Provided fillable application (Exhibit A) should be combined with all of the attachments (refer to the section 4 for more details).
- All applications should be clear, concise, and complete.
- Each application must be submitted with the following application naming convention:
Organization Name Project Name CBO-PHG FY24-25, e.g., ABC Organization XYZ Project CBO-PHG FY24-25
- The following will not be accepted:
 - Additional information that is not specially requested in this RFA, such as letters of reference, brochures or flyers
 - Paper copies of the application
 - Postmarks or hand-delivered applications
 - Incomplete electronic submittals
 - Additional submission or information after the Application Submission Deadline, unless specifically requested by the County
- All costs associated with the preparation and submission of this application will be borne by the applicant.
- All applications become the property of the County of San Luis Obispo and will become public information after the submission deadline.
- Applications should be **SUBMITTED ELECTRONICALLY ONLY** to the following address:
ad_admin_grants@co.slo.ca.us
- Any questions regarding the RFA or the application process should be submitted to:
ad_admin_grants@co.slo.ca.us



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2. ELIGIBILITY

Both public and private nonprofit organizations are eligible to apply. Organizations must either have a non-profit designation at the time of grant application submission or be a public agency such as a school district, County agency or department. Programs/projects must be carried out in San Luis Obispo County and serve only San Luis Obispo County residents.

Applicants must offer their services to all residents of San Luis Obispo County, regardless of political or religious opinions or affiliations, age, sex, race, color, national origin, marital status, disability, sexual orientation.

Please note:

- Sober living and recovery homes are not eligible to receive funding via this grant program. Funds for these types of programs are available through the Drug and Alcohol division of County Behavioral Health.
- Funding for homeless and housing programs are no longer available via this grant. Funds for these types of programs are available through the Homeless Services Division of the Department of Social Services.
- Fundraising-related projects are not eligible to receive funding via this grant program. These grant funds are only for health and human services related programs/projects.

3. REVIEW AND SELECTION CRITERIA

A Review Committee comprised of members from SLO Health Counts. Their recommendations will be considered by the Board of Supervisors during a regularly scheduled meeting, as noted in the Timeline above.

The County will evaluation applications based on, but not limited to, the following criteria:

Application Evaluation Parameters	Points
Program/Project Narrative	10
Community Need	30
Organizational Capacity and Program/Project Sustainability	20
Project Components/Work Plan, including goals, activities and evaluation	30
Project Budget	10
Total	100



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4. FILLABLE APPLICATION AND ATTACHMENTS

Please refer to the **Exhibit A** for the fillable application.

Fillable application includes the following sections:

1. Cover sheet
2. Eligibility Requirements
3. Organizational Background (250 word max)
4. Project Narrative (400 word max)
5. Community Need (450 word max)
6. Organizational Capacity (250 word max)
7. Long-Term Sustainability (250 word max)

Attachments

When creating a submittal and combining all of the attachments to the fillable application (**Exhibit A**) please make sure that all of the attachments have a header stating what attachments they are (e.g., Attachment 2) and that they are following the order described below. Exhibits A-D do not require a header.

1. Program/Project budget **using format shown in Exhibit B**
2. Current organizational operating budget (For County departments, submit your current fiscal year line-item actuals)
3. Scope of work **using format shown in Exhibit C**
 - a. FY 2024-25
 - b. FY 2023-24 results to date
4. Key program personnel (include a short description of their background)
5. Board of Directors of your organization and relevant advisory boards (please include member affiliations)
6. Adopted organization policy or statement on inclusion, diversity, or affirmative action
7. Tax-exemption status documentation, e.g., IRS determination letter
(Please refer to the Exhibit D on how to retrieve this information)
8. Status of non-profit from both the California Secretary of State and Attorney's General Office
(Please refer to the Exhibit D on how to retrieve this information)