

Bidder's Conference

FY25-26 Community Agency Funding Process

October 28, 2024

Community Services Division
City Manager's Office



Agenda

- Introductions
- Community Agency Funding Process
 - Eligibility
 - Application Overview
 - Payments and Reporting Requirements
 - Application Timeline
- Additional Resources
- Staff Contacts
- Questions

Funding Process Overview (1 of 2)

Definitions for application categories can be found on page 8 of the RFP

Two types of funding sources*



CDBG Funding



General Fund

Application categories

Infrastructure and Economic Development

Services

Arts & Music

*subject to availability

Funding Process Overview (2 of 2)

Maximum funding request amounts can be found on page 3 of the RFP

Minimum Grant Request: \$10,000, excluding Arts & Music

Maximum Grant Requests:

Services: \$100,000 maximum for Housing and Homelessness projects and \$50,000 max for other services

Arts & Music: varies depending on how many years funded by the City. Refer to page 3 of the RFP for more details

Average rewards for services projects range from \$20-45K and economic and infrastructure projects range from \$50-200K depending on the activity

Funding Eligibility

More details on eligibility and fiscal sponsorship are on pages 1 and 4 of the RFP

Applicants must be registered 501(c) 3 nonprofit (confirmation required) or a government entity

Must have an Independent Fiscal Audit in the last 12 months (\$20k+)

Must meet minimum contracting standards (page 3 of RFP)

Must serve low-income Hayward residents

CDBG applicants must meet a HUD National Objective

CDBG Awardee Updates

More details on CDBG requirements are on page 5 of the RFP

Recent Updates

Indirect Cost Rate Increase

The Federal indirect cost rate increased to 15% and applicants are allowed to use up to 15% for indirect costs/administrative costs.

Build America Buy America Act (BABAA)

Infrastructure projects over \$250,000 must procure materials and manufactured products produced in the United States

Federal Funding Accountability and Transparency Act (FFATA)

Requires all agencies to register an account on SAM.gov and may require reporting their executive compensation data

Fiscal Sponsorship

More details on
fiscal sponsorship
are on pages 4 of
the RFP

Applications requesting below \$20K

- No fiscal sponsor requirement
- No fiscal audit required

Applications requesting above \$20K

- Independent fiscal audit required for FY23-24 or calendar year 2023
- If no fiscal audit, applicant will need a fiscal sponsor that can provide a fiscal audit, and the fiscal sponsor will apply on behalf of the project in CDS and may utilize up to 10% of the grant for its own expenses.

Grant Payments and Reporting Requirements

Funds dispersed between July 2024 – June 2025

General Fund Awards

CDBG Awards

Reporting Requirements

Semi-annual reports:

- Mid-year report due on January 30
- Year-end report due on July 15

Four reports total:

- Quarterly reports due end of month following quarter close
- Year-end report due on July 15

Payment Requirements

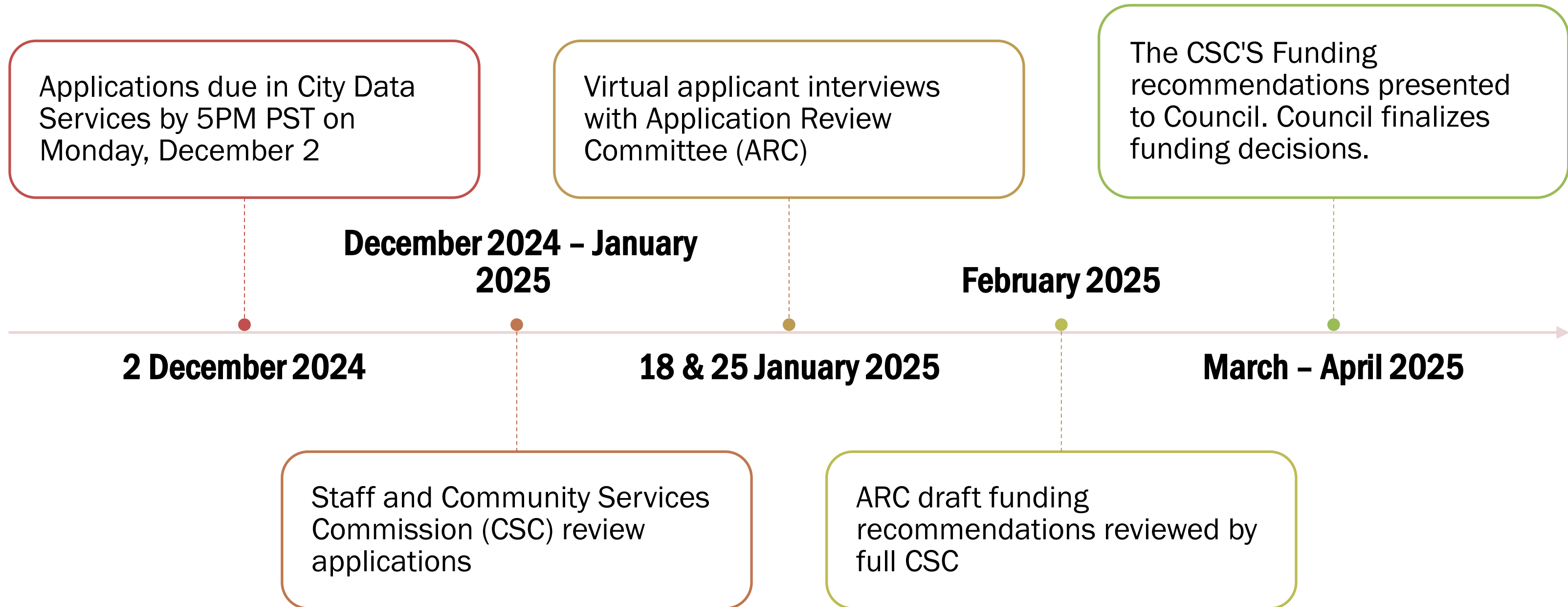
- Payment 1 (50%): Contract execution
- Payment 2 (30%): Mid-year report completion
- Payment 3 (20%): Year-end report completion

- Reimbursement based
- Reimbursement requests due on the 15th of each month

Application Timeline

The full funding process schedule can be found on page 2 of the RFP

December 2024 – April 2025



Application Overview

A copy of the full application can be found on page 6 of the RFP

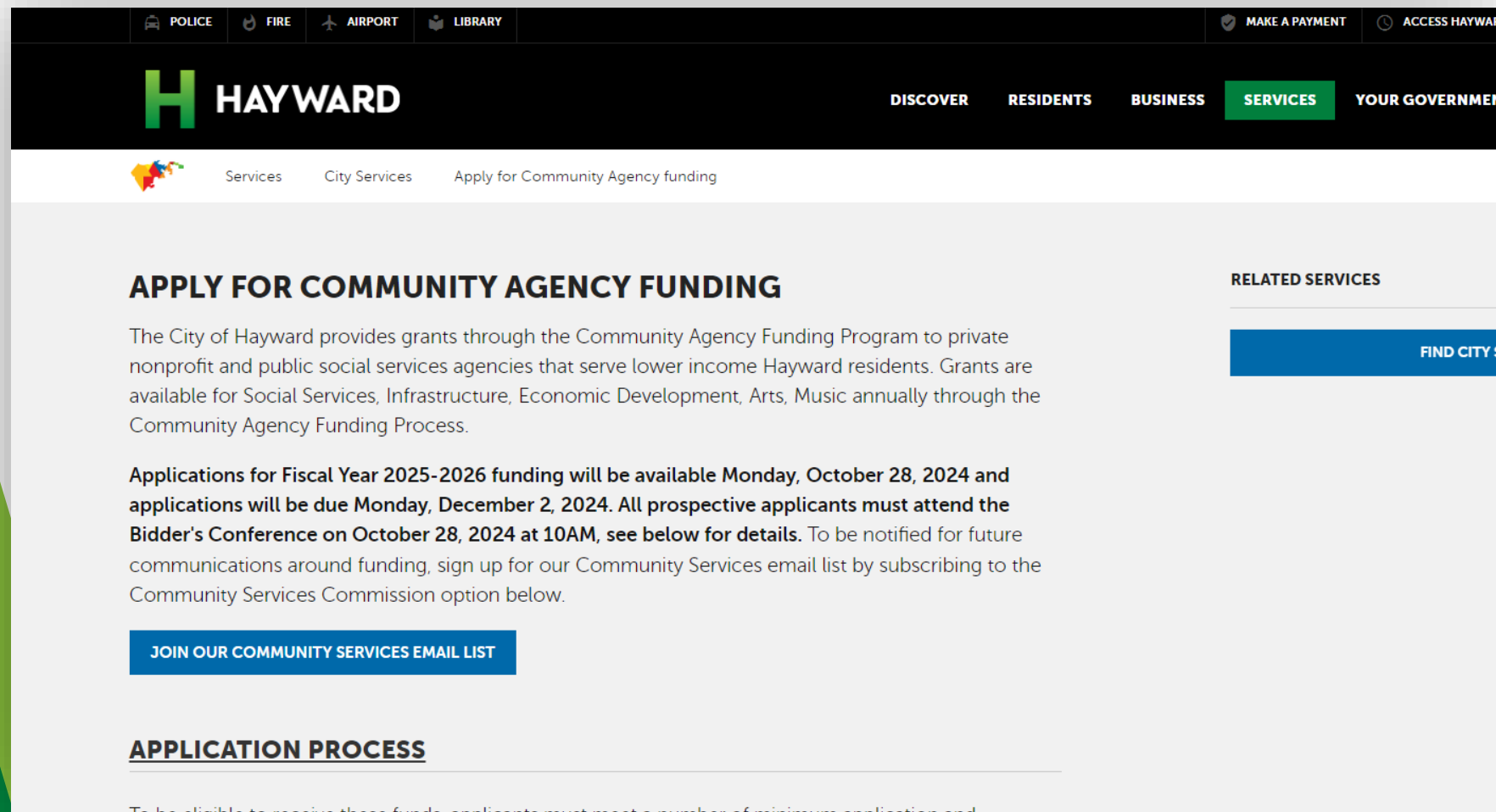
New User Login: HAY2025 Password: HAY2025

Section I.
Administration
information and
proposal for funding

Section II. Impact
and demographics

Section III. Funding
sustainability and
proposed budget

Application Deadline and Resources



- Application Deadline : December 2, 2024 at 5:00PM (PST)
 - Submit to City Data Services (www.citydataservices.net)
 - No late applications will be considered
- All application materials including the RFP are available on the [City's webpage](#) on Community Agency Funding

Technical Assistance

For assistance, please contact the Community Agency Funding Lead and your inquiry will be direct to the appropriate staff.

Emily Hwang

Community Agency Funding Lead

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