



The Rapides Foundation

Hurricane Relief and Recovery
Funds Webinar

Thursday, October 29th, 2020

Today's Presenters



Richard E. Morris
FEMA VAL
Group Supervisor



Ashley Stewart
Director of Programs
The Rapides Foundation



Matt LaBorde
Program Officer
The Rapides Foundation

Who We Are

- The Rapides Foundation is a philanthropic organization that develops initiatives and provides grants to organizations that share the Foundation's mission to improve the health status of Central Louisiana.
- The Foundation's service area consists of Allen, Avoyelles, Catahoula, Grant, LaSalle, Natchitoches, Rapides, Vernon and Winn parishes.
- Our day-to-day work focuses on three strategic areas: Healthy People, Education and Healthy Communities.



Responding to Disasters

- In 2005, The Rapides Foundation released funds to assist with the impacts of Hurricanes Katrina and Rita.
- March 2020, The Foundation released funds to help nonprofit and faith-based organizations respond to community needs caused by the spread of COVID-19 in Central Louisiana.
- August and October 2020, Hurricanes Laura and Delta.

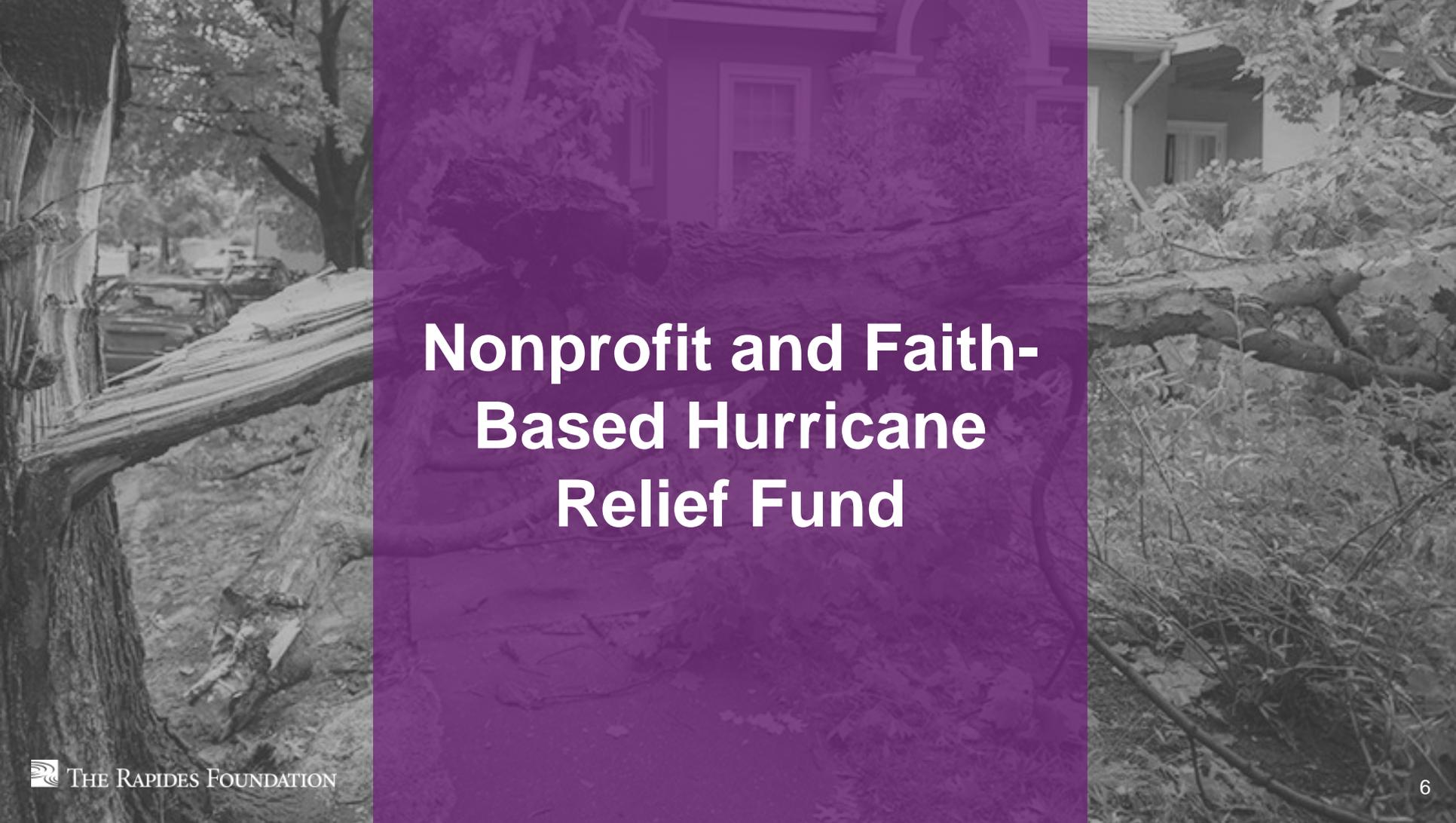
Responding to Disasters

Nonprofit and Faith-Based Hurricane Relief Fund

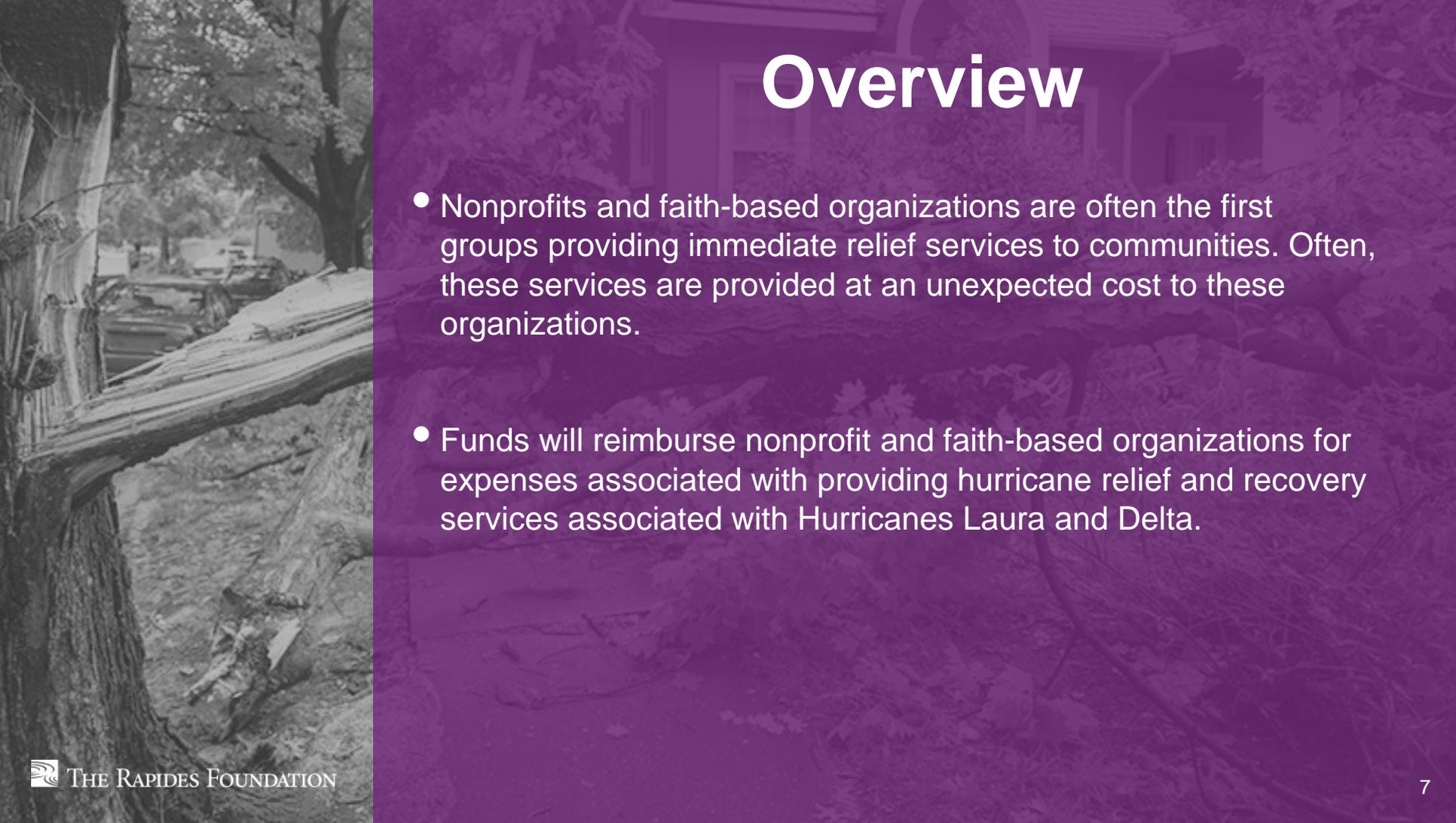
Provides reimbursements to nonprofits and faith-based organizations for expenses associated with providing hurricane relief and recovery services associated with Hurricanes Laura and Delta.

Hurricane Disaster Long- Term Recovery Group Fund

Provides support to local Long-Term Recovery Groups to fill the unmet needs of Central Louisiana residents caused by Hurricanes Laura and Delta.



Nonprofit and Faith- Based Hurricane Relief Fund



Overview

- Nonprofits and faith-based organizations are often the first groups providing immediate relief services to communities. Often, these services are provided at an unexpected cost to these organizations.
- Funds will reimburse nonprofit and faith-based organizations for expenses associated with providing hurricane relief and recovery services associated with Hurricanes Laura and Delta.

Eligibility

- Classified as a Section 501(c)(3) tax-exempt organization.
- Churches may provide articles of incorporation if they do not have a tax-exempt classification.
- Cannot be a private foundation under Section 509(a).
- Must be located and providing services within The Rapides Foundation Service Area.
- Municipalities and government organizations are not eligible for reimbursements under the relief fund.

Funding Guidelines

- Funds can be used to reimburse nonprofits and faith-based organizations for **HURRICANE RELATED** expenses incurred by providing relief services to individuals and families.
- Purchases must be made between August 28th, 2020 and November 1st, 2020.
- Organizations may only apply for funding once.
- Awards will have a \$500 minimum and a \$5,000 maximum.
- Applications will be accepted on a rolling basis.
- Funds will be available through January 29th, 2021, as long as funds are available.

Allowable Expenses

- Include, but are not limited to:
 - Food
 - Water
 - Tarps
 - Gasoline
 - Cleaning Supplies
 - Personal Items
 - Bedding
 - Clothing
 - Equipment
 - Facility and sheltering costs such as utilities
- Final determinations of allowable expenses will be up to The Rapides Foundation Staff.

Application Process

- Applications will be accepted on a rolling basis.
- Reimbursement requests will only be accepted through The Rapides Foundation's online grant portal.
- Applications will be reviewed on Mondays and organizations will be notified of award by e-mail by the end of the week.
- Checks will be mailed the week following the notice of award.

Application Requirements

- All applicants must submit the following information:
 - Applicant Information (completed online).
 - Organization information.
 - Contact information for executive personnel.
 - Documentation of Expenses
 - Individual Receipt Forms (combined into one file).
 - Summary Sheet with signatures.
 - Applicant organization's 501(c)(3) determination letter or articles of incorporation for churches.
 - Organization's most current 990, annual audit, or financial report.

Application Forms

Summary Sheet

Individual Receipt Forms

THE RAPIDES FOUNDATION
Central Louisiana Nonprofit & Faith-Based
Hurricane Relief Fund Application
Summary Sheet
(Please attach each individual receipt form)

Applicant Organization Information		
Organization Name:	<i>The Rapides Foundation</i>	
Organization Address:	<i>1101 4th Street, Alexandria LA 71303</i>	
Organization Phone:	<i>318-443-3394</i>	
Total Reimbursement Amount:	<i>\$2,450</i>	
Summary of Expenses		
Receipt date	Brief description of purchases	Amount
<i>August 29</i>	<i>Meals for residents and volunteers</i>	<i>\$300</i>
<i>August 29</i>	<i>Gas for senior citizens generators</i>	<i>\$200</i>
<i>September 1</i>	<i>Meals for residents and volunteers</i>	<i>\$200</i>
<i>September 1</i>	<i>Wood, Turps and Nails for roof repair</i>	<i>\$600</i>
<i>September 1</i>	<i>Garbage bags for debris cleanup</i>	<i>\$200</i>
<i>September 3</i>	<i>Meals for residents and volunteers</i>	<i>\$200</i>
<i>September 4</i>	<i>Equipment for debris removal</i>	<i>\$150</i>
<i>October 9</i>	<i>Meals for residents and volunteers</i>	<i>\$300</i>
<i>October 10</i>	<i>Meals for residents volunteers</i>	<i>\$300</i>
TOTAL		<i>\$2,450</i>
Signature of person completing this form:	<i>Matthew LaBorde</i>	
Signature of authorized individual*	<i>Ashley Stewart</i>	

*Individual with authority to make financial decisions on behalf of the organization.

1101 Fourth Street, Suite 300, Alexandria, Louisiana 71301 • Phone (318) 443-3394 • Toll Free (800) 994-3394
Fax (318) 443-8312 • www.rapidesfoundation.org

*Shortened form

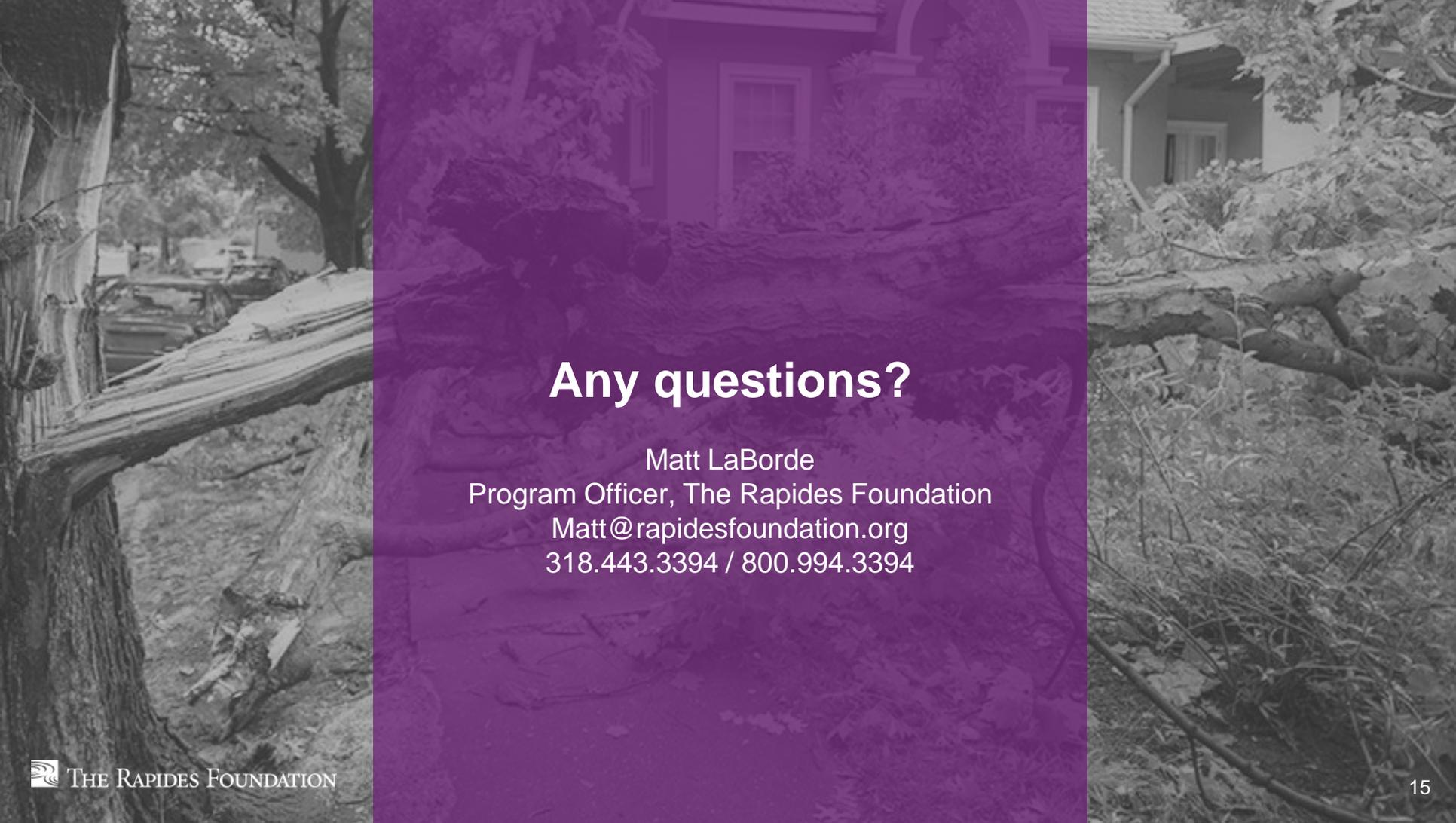
THE RAPIDES FOUNDATION
Central Louisiana Nonprofit & Faith-Based Hurricane Relief Fund
Individual Receipt Form
(Please complete this for each receipt submitted for reimbursement)

Individual Receipt Information	
Amount requested for reimbursement:	<i>\$300</i>
Date of purchase:	<i>August 29th, 2020</i>
Please provide a brief narrative of how resources were used:	
<i>Food and water supplies were purchased to provide meals for residents and volunteers. The city was still without power but back-up generators allowed us to use our kitchen to feed residents without power and volunteers who were helping with clean up.</i>	
Estimated number of residents served:	<i>45</i>

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Application Forms

- An **Individual Receipt Form** must be completed for every receipt requested for reimbursement.
- If a receipt has both allowable and unallowable expenses, please highlight the items that are submitted for reimbursement.
- All Individual Receipt Forms need to be combined into a single document and uploaded into the online portal. There is only room to upload a single document.
- Complete a **Summary Sheet** with the total amount requested for reimbursement and a signature from the organization's representative.



Any questions?

Matt LaBorde
Program Officer, The Rapides Foundation
Matt@rapidesfoundation.org
318.443.3394 / 800.994.3394



Local FEMA VAL Contacts

- Maybelline Jolivette – Grant, Rapides and Winn parishes.
 - Maybelline.Jolivette@fema.dhs.gov
 - 202-853-6666
- Yvette Alvarado – LaSalle, Natchitoches and Sabine parishes.
 - Yvette.Alvarado@fema.dhs.gov
 - 202-746-5694
- Renee Gregory – Vernon parish.
 - Renee.Gregory@fema.dhs.gov
 - 202-701-7739



Long-Term Recovery Group Hurricane Disaster Fund



Overview

- The purpose of the Long-Term Recovery Group Hurricane Disaster Fund is to provide support to local Long-Term Recovery Groups to fill unmet needs of Central Louisiana residents caused by Hurricanes Laura and Delta.
- After the immediate relief period following a natural disaster, private insurance, local, state, and federal organizations provide resources to communities to begin the longer recovery process.
- After all programs and aid are exhausted, there are often unmet needs that remain for individuals in impacted communities.
- National VOAD and FEMA experts recommend working through Long-Term Recovery Groups to address unmet needs.



What is a Long-Term Recovery Group?

- A LTRG is a cooperative body that is made up of representatives from faith-based, nonprofit, government, business and other organizations working within a designated area to assist with disaster recovery by identifying, pooling and coordinating resources.
- A well-organized group can maximize the utilization of available resources by avoiding duplicative assistance to individuals, and generating financial, material and human resources.
- LTRGs work in conjunction with local VOADs, governments, case management providers and FEMA VALs.
- When case managers have exhausted all available options for assistance to individuals, they present cases to a LTRG's Unmet Needs Committee for consideration to fill those needs.

Eligibility Requirements

- Existing or newly formed Long-Term Recovery Groups with their own IRS tax-exempt designation may directly apply for funds.
- For LTRGs that do not have their own IRS tax-exempt status, they may partner with another tax-exempt organization to act as the fiscal agent to receive funds.
- The primary applicant must meet all of the following requirements:
 - Classified as a Section 501(c)(3) tax-exempt organization or a government entity.
 - Cannot be a private foundation under Section 509(a).
 - Must be located within the Foundation's Service Area (Allen, Avoyelles, Catahoula, Grant, LaSalle, Natchitoches, Rapides, Vernon, and Winn parishes).



Eligibility Requirements

- Long-Term Recovery Groups must meet the following requirements and provide documentation:
 - An established governance and committee structure adopted by by-laws or charter including:
 - An unmet needs committee.
 - Clearly defined geographic description of the population served.
 - At least 75% of unmet needs committee members must be from the community served by the LTRG.
 - A defined and documented process for approval/denial of unmet needs cases, including a scale or matrix used to prioritize cases.



Eligibility Requirements

- Long-Term Recovery Groups must meet the following requirements and provide documentation:
 - A commitment to include a representative from The Rapides Foundation in all unmet needs committee meetings when cases are presented and/or voted on.
 - Non-incorporated groups must provide an executed Memorandum of Understanding with a fiscal agent that meets all of the “primary applicant requirements”.

Application Process

- An organization must have an approved application to be eligible to receive funds. LTRGs cannot apply for funds until their application has been approved.
- Once approved, LTRGs can submit requests for funding to address specific unmet needs of cases reviewed and accepted by the Unmet Needs Committee.
- Applications will be accepted on a monthly basis until November 1st, 2021.
- Applications will only be accepted through the Foundation's online grant portal.

Application Requirements

- **ALL applicants** must submit the following information:
 - Organization Information (completed in the online portal)
 - LTRG Information.
 - Key contact person for the LTRG.
 - If applicable:
 - Fiscal agency name and address.
 - Key contact for the fiscal agency.
 - Community Context (completed in a Word or PDF document)
 - What is the geographic area?
 - What is the population of the area served?



Application Requirements

- **ALL applicants** must submit the following information:
 - LTRG Information (completed in a Word or PDF document)
 - What organizations are actively involved in the LTRG?
 - Provide names, contact information, affiliated organizations, and which community they represent for all members of the LTRG.
 - What is the committee structure of the group?
 - Who are the officers of the group?
 - Provide names, contact information, affiliated organizations, and which community they represent for all members of the Unmet Needs Committee.
 - Please explain your process for considering and approval/denial of unmet needs cases. Do some receive priority and how is that decided?

Application Requirements

- **ALL applicants** must submit the following information:
 - Documentation of Partnerships (separate attachments to upload)
 - Memorandum of Understanding between LTRG and fiscal agency (if applicable).
 - Any other letters of support from LTRG organization members, parish or municipal entities, case management providers, or any other community-based organizations.
 - Applicant organization's 501(c)(3) or government entity exemption determination letter.
 - Applicant organization's most recent 990, annual audit or financial report.
 - LTRG's by-laws or charter.
 - Copy of minutes from the last LTRG meeting.
 - Copy of meeting minutes or a signed statement from an authorized member affirming the Unmet Needs Committee case review process.



Additional Considerations

- Approved organizations are required to submit a grant agreement and board resolution affirming the commitment by the board of directors to use the funds according to the funding guidelines.
- The Foundation reserves the right to request modifications to a respondent's application prior to final award to ensure alignment of project elements with the core values, mission, and operating standards of the Foundation.

Funding Guidelines

- The Foundation will provide a **Request for Funding Form** to all applicants that are approved. Approved applicants can request funds on a monthly basis.
- **Request for Funding Forms** will only be accepted through the Foundation's online grant portal.
- Approved applicants can continue to request funds through December 15, 2021, as long as funds are available.
- Request for Funding Forms will be reviewed on the 15th of each month.
- Payments will be mailed the following week.

Funding Guidelines

- Funds are to be used to fill unmet needs that remain after case management and the LTRG have exhausted all options. Funding can only be used to meet needs caused by Hurricanes Laura and Delta.
- Use of funds are intended to be directed and prioritized by the LTRG/Unmet Needs Committees.
- The maximum amount that can be spent from the fund to assist any individual household is \$5,000.



Funding Guidelines

- **ALL** requests for funding must be linked to a case that was identified, vetted and documented by a case management provider and presented to the Unmet Needs Committee.
- A majority of the members of the Unmet Needs Committee must agree to take on the case and agree on which specific unmet needs to submit for funding.
- Funds **CANNOT** go directly to hurricane survivors.



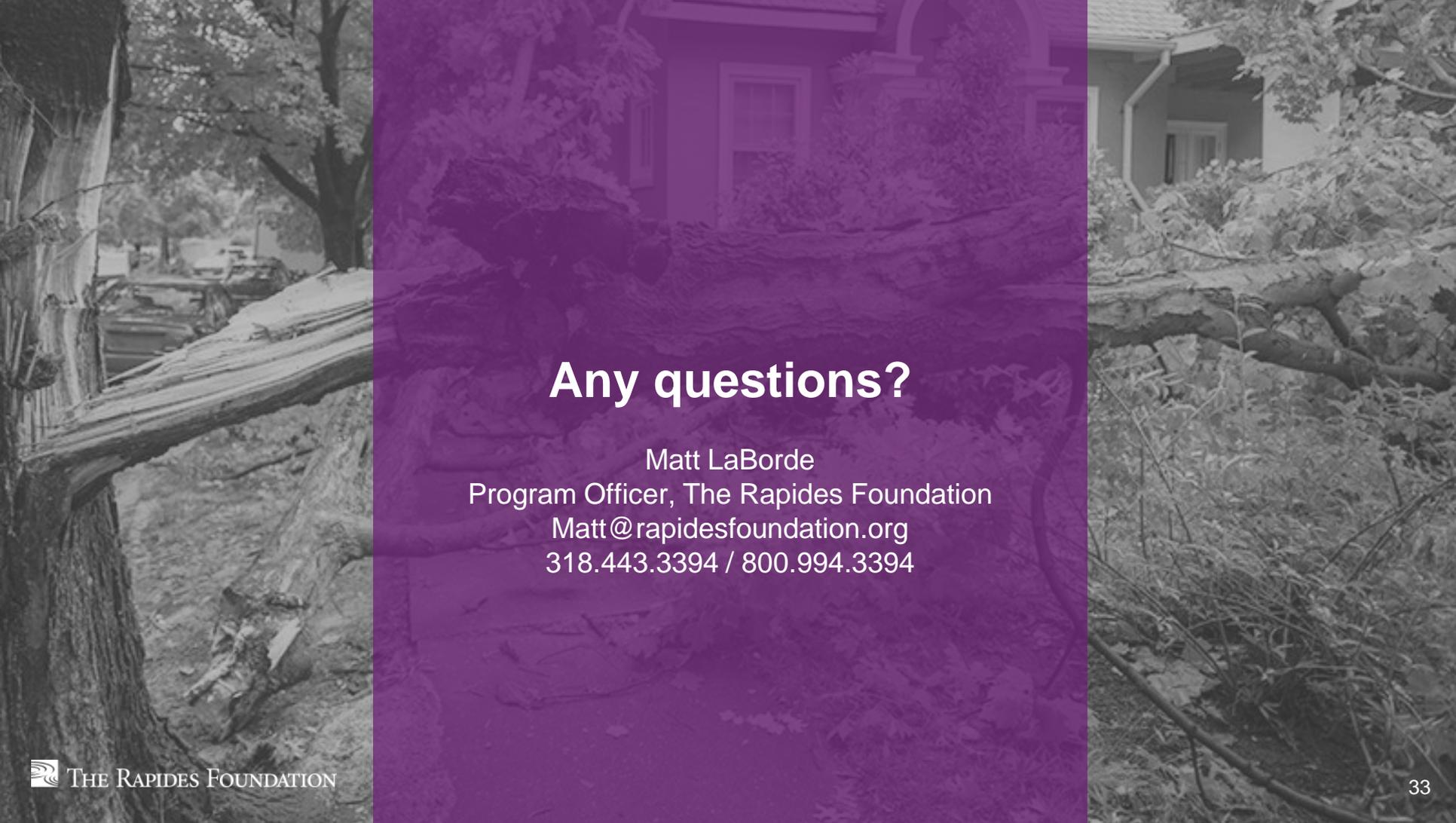
Funding Guidelines

- Allowable use of funds include, but is not limited to:
 - Building supplies.
 - Medical supplies.
 - Construction.
 - Contract labor.
 - Equipment.
 - Food.
 - Mental health counseling.
 - Transportation assistance to essential appointments.
 - LTRG convening and facilitating (limit of \$200).
 - Administrative costs to assist with reporting and record keeping (no more than 5% of funds requested).



Funding Guidelines

- Funds **CANNOT** be used for:
 - Needs unrelated to Hurricanes Laura and Delta disasters.
 - Deferred maintenance.
 - Automotive repairs or purchases.
 - Lobbying or political activities.
 - Activities, projects or programs exclusively benefitting members of sectarian or religious organizations.
 - Biomedical, clinical, or educational research.
 - Direct support to individuals or endowments.
 - Funding that supplants existing sources of support.
 - Individuals, including patient assistance funds.
 - Social events or similar fundraising efforts or telethons.
 - Projects outside of the Foundation's service area.
 - Direct funding for medical or social services already funded through existing third-party reimbursement sources.



Any questions?

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