

**Proposal Application**

**Attachment A Cover Sheet**

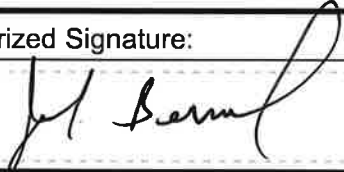
Legal name of the organization (or individual) submitting this application: American Indian Association of Tucson, Inc. (DBA Tucson Indian Center)	
Legal Status of applicant (e.g., non-profit corporation, government entity): Non-Profit Corporation with Internal Revenue Service 501-c-3 Designation	
Address of Organization: 160 North Stone Avenue. Tucson, Az. 85701	
Name and Title of contact person for this application: Jacob Bernal	
Phone number: 520.884.7131	Fax number: 520.884.0240
E-mail address: jbernal@ticenter.org	

Indicate the amount of FEMA EFSP Phase 39 funds you are requesting for each service category. Phase 39 funding will be limited to the following categories. Total your requests at the bottom. Round requests to the nearest dollar; request only whole dollar amounts.

Served meals/Mass feeding	\$
Other food	\$
Mass shelter	\$
Other shelter	\$
Rent/Mortgage assistance*	\$ 40000
Utility assistance*	\$ 20000
<b>Total requested</b>	<b>\$ 60,000</b>

\* PLEASE NOTE: All local providers for emergency rent/mortgage and utility assistance must utilize Pima County's Emergency Services Network (ESN) to ensure NO DUPLICATION of assistance.

To the best of my knowledge and belief, all of the information in this application is true and correct. The document has been authorized by the governing body of the applicant and the applicant will comply with the attached assurances if funding is awarded.

Typed name of Authorized Signature: Jacob Bernal, Executive Director	
Authorized Signature: 	Date signed: 02/22/2022

## Introduction

The purpose of the Coronavirus Aid, Relief, and Economic Security (ARPA-R) Act funding for the Emergency Food and Shelter Program (EFSP) is to address the impacts of the economic consequences of the COVID-19 public health emergency, by providing food, shelter, and supportive service to those in need. The intent is that the EFSP's National Board will administer the funding as is done for the program's annually appropriated funds. This will be done through the National Board's delivery structure of allocating funds to counties and cities with highest needs throughout the country and for the jurisdictions' local boards to determine awards for local social service agencies providing the needed assistance. (Authorizing legislation is Pub. L. No. 116-136 and Pub. L. No. 100-77)

When a public health crisis or other disaster occurs, it is often those with economic vulnerabilities who suffer the most. The EFSP supports a population that would otherwise be more adversely impacted by a disaster situation and eases the potential burdens imposed on response and recovery efforts to assist those living on the streets or that otherwise have severe economic needs.

Pima County was selected as a qualifying jurisdiction to receive funding from the EFSP National Board, which is chaired by the Federal Emergency Management Agency (FEMA). The Emergency Food and Shelter Program (EFSP), created in 1983, supplements and expands the work of local social service agencies which help people with economic emergencies. The original authorizing legislation (Pub. L. 100-77) specifically calls for:

*Sensitivity to the transition from temporary shelter to permanent homes and attention to the specialized needs of homeless individuals with mental and physical disabilities and illness and to facilitate access for homeless individuals to other sources of services and benefits.*

Special emphasis shall be placed on the identification of and assistance to the elderly, families with children, Native Americans, veterans, and mentally and physically disabled persons. EFSP Phase ARPA-R funds must be used only to supplement existing rent/mortgage, utility assistance and feeding and sheltering efforts to assist *those impacted by the COVID-19 public health emergency*.

The FEMA EFSP National Board has announced an allocation of \$675,453 for this jurisdiction under the Coronavirus Aid, Relief, and Economic Security (ARPA-R) Act special appropriation, known as Phase ARPA-R. Pima County's EFSP Local Board, administered by the Pima County Department of Community & Workforce Development (CWD), has been charged with coordination of the process for distribution of funds to service providers in Pima County.

Therefore, the Local Board is requesting proposals from eligible respondents. Following the due date for proposals, the Local Board will convene, review submitted proposals/applications, and determine how available funds will be distributed.

## Eligible Program Activities

The intent of this FEMA EFSP program is to address the impacts of the economic consequences of the COVID-19 public health emergency by providing food, shelter, and supportive service to those in need. The National Board has determined that the following eligible services that may be provide to clients using EFSP Phase ARPA-R funds.

- Food, in the form of served meals or groceries
- Lodging in a mass shelter or hotel
- One month's rental or mortgage assistance to prevent evictions
- One month's utility payment to prevent service cut-offs
- Transportation costs associated with the provision of food or shelterMinimal repairs to mass feeding or sheltering facilities for building code violations or for handicapped accessibility
- Supplies and equipment necessary to feed or shelter people, up to a \$300 limit per item

FEMA EFSP funds are intended to be used to supplement or expand existing programs and services. Funds may not be used as a substitute for other program funds, nor to start a new program. Funds may not be used for emergency assistance for victims of natural disasters.

### **Who Can Apply**

The EFSP Phase ARPA-R funding is open to any local organization that meets the following qualifications as a non-profit corporation or an agency of government

- Has a checking account (Cash payments are not allowed.)
- Has an accounting system or fiscal agent approved by the Local Board
- Is not debarred or suspended from receiving Federal funds
- Has a Federal Employer Identification Number (FEIN)
- Has a Data Universal Number System (DUNS) number
- Conducts an independent annual review if receiving \$50,000 to \$99,999 in funding; an independent audit if receiving \$100,000 or more in EFSP funds; and meets single audit requirements at 2 CFR 200 if receiving \$750,000 or more in Federal funding
- Has not received an adverse or no-opinion audit
- Provides services and uses other organization/agency resources in the area in which they are seeking funding
- Practices nondiscrimination
- Has a voluntary board if private not-for-profit
- Involves homeless individuals and families, through employment, volunteer programs, etc., in providing emergency food and shelter services

### **Proposal Application**

Phase ARPA-R funding is limited to the categories provided above in Eligible Program Activities. Submit a complete application for each program for which your organization seeks FEMA EFSP funding. Include or attach any required documents. Proposals must be signed and dated by the Respondent's authorized agent (the person who has the authority to bind the organization; for example, President, Chief Executive Officer).

**FAILURE TO COMPLY WITH SOLICITATION REQUIREMENTS MAY CAUSE A PROPOSAL TO BE REJECTED AS NON-RESPONSIVE.**

### **Selection Process**

CWD will convene an EFSP Local Board as required by the National Board. The Local Board is to include members of the following groups: Catholic Charities, United Jewish Communities, National Council of the Churches of Christ, The Salvation Army, American Red Cross, and United Way.

The Local Board will convene after the due date for a review session which will be open to respondents and the public. The review session details (date/time/location) will be provided to all applicants via email and will also be posted on County websites and social media pages.

The Local Board will select organizations for funding that:

- Demonstrate the ability to provide food and/or shelter assistance
- Consider needs, resources and gaps in services
- Have the staff and capacity to take on responsibility of the program
- Include homeless individuals and families in providing services
- Have the capacity to maintain records and submit records by their due dates required by the National Board
- Have a financial system appropriate to carry out duties.

Local funding award decisions are expected to be announced within 20 business days of the award notification.

### **Compliance**

Award notification will be announced to the grant recipients and placed on the website listed above. The Respondents agree to establish, monitor, and manage an effective grant award administration process that assures compliance with all requirements of the Emergency Food and Shelter Program National Board and Local Board.

### Attachment B Application Form

#### I. FEMA EFSP FUNDING HISTORY

Phase ARPA-R request	\$ 60,000
Phase CARES received	\$ 50,000
Phase 38 received	\$ 25,000

Note: FEMA funds are intended to be used to supplement or expand existing programs and services.

Describe how the organization intends to use these funds. Will the money requested in this proposal be used to support a service or program that was supported by FEMA funds in the past? If yes, describe below how services have been or will be expanded or supplemented.

The Tucson Indian Center (TIC) proposes to use the requested Phase ARPA-R for Rent/Mortgage Assistance and Utility Assistance. If awarded, the funds will supplement TIC's US Department of Labor Section 166 Employment and Training Client Supportive Services Program as listed in the Program/Service Revenue Table located on Page 10 of this proposal application. Additionally, the requested funds will supplement and sustain TIC's Emergency Services Network Program (FEMA & TANF) previously funded by the Pima County Emergency Service Network. Lastly, the funds will supplement the current TIC Marguerite Casey Foundation client assistance program.

#### II. ORGANIZATION ELIGIBILITY CRITERIA

##### 1. Identify the status of the agency. (Select one)

Government Agency (public entity)

Private Nonprofit (501(c)(3) or 501(c)(4))

If your agency has not previously received FEMA funds, attach the Federal tax exempt letter to your submission.

##### 2. Is the agency considered in good standing by the Arizona Corporation Commission?

Y

N

##### 3. A. Accounting System: Describe the accounting system used by the organization to track grant-funded expenditures and revenues.

The Center utilizes the FUND EZ Accounting Software for financial tracking and evaluation of all expenditures and revenue through a planned (budget) versus actual (realized) accounting

##### B. Audit: Does the organization conduct an independent annual audit? (Check one)

Yes. Indicate below the CPA firm that conducted the organization's most recent financial audit and the time period covered by the audit.

- If the agency has not received FEMA funding in the last 5 years, attach a copy of the organization's most recent audit to your submission.

Jennifer Phillips, CPA, PLLC, P.O. Box 1068, Vail, Arizona 85641 conducted the last audit for fiscal year Ji

No. The organization does not conduct an independent annual audit.

- Please attach FY2020-21 internal agency budget and year-to-date financial statements to your submission.

##### 4. Federal Employer Identification Number (FEIN)

860210481

##### 5. How does your facility assure accessibility for people with physical disabilities?

The Center Facility and Services are ADA complie

III. ORGANIZATION TARGET POPULATION

Please indicate the three primary target client populations served by your agency in the list below. Type "1," "2," and "3" to identify the top three client populations. If your agency targets no specific population, please select "No target population."

<input type="checkbox"/> People with substance use disorder	<input checked="" type="checkbox"/> 1 Native Americans	<input type="checkbox"/> Unaccompanied minors
<input type="checkbox"/> Domestic violence victims	<input type="checkbox"/> People with AIDS/HIV	<input type="checkbox"/> Veterans
<input checked="" type="checkbox"/> 3 Elderly	<input type="checkbox"/> Racial/Ethnic minorities	<input type="checkbox"/> No target population
<input checked="" type="checkbox"/> 2 Families with children	<input type="checkbox"/> Single men	<input type="checkbox"/> Other targeted populations:
<input type="checkbox"/> Mentally disabled	<input type="checkbox"/> Single women	

IV. NARRATIVE

Please answer the following questions. Limit answers to the space provided.

1. Give a brief explanation of your organization's ability to coordinate service delivery with other human service providers. Specifically identify the networks, coalitions and collaborative arrangements that your agency maintains.

The Tucson Indian Center was incorporated in January 1963 and has provided quality and impactful social, wellness and cultural client services for approximately 60 years. The Center currently operates a ten million dollar annual budget with the majority of funding from the US Department of Health & Human Service, Indian Health Service and the US Department of Labor Employment and Training Program. The Center successfully operated the Pima County Emergency Services Program for twenty years offering rent, utility and mortgage assistance. The Center coordinates services with the Pima County Workforce Investment Board Partners. Additionally, the Center collaborates with the Tohono O'odham Nation and Pascua Yaqui Tribe Programs and Committees.

2. Describe any changes in the magnitude of the current need and/or funding sources experienced since January 27, 2021 as a result of the COVID-19 pandemic and subsequent closures, (for example, number of requests or types of clients)

Since January 27, 2020, the Center has experienced an overall increase of 40% in requests for rent, mortgage and utility financial assistance. The Center anticipates this increase will remain constant or increase higher as persons begin to leave their homes to seek financial assistance.

Many community members have lost their jobs due to the COVID-19 Pandemic or had a significant reduction in work hours. The financial impact is an increase in debt and difficulty keeping up with housing costs.

3. Give a brief explanation of how your service(s) will be addressing a gap in existing services available to community members impacted by the pandemic.

The Greater Tucson Community has received significant federal and state grant awards to provide COVID-19 testing, preparedness, prevention and response medical services.

However, the resources and support for non-medical needs such as rent, mortgage and utility assistance has not kept up with the medical financial resources. Therefore, the Pima County Phase ARPA-A Funding will address this gap/need to help families remain in their homes through home foreclosure, apartment eviction and utility cut-off prevention and mitigation support. Additionally, many Native American do not know the current community resources available for this purpose. Through targeted outreach and communication, the Center expects to play a pivotal role to connect and engage this shadow community population to gain access to these financial resources.

4. Explain any anticipated funding cuts. Identify the funding source anticipated to be reduced and describe any alternative funding sources sought by the organization to make up for these cutbacks.

As of the writing of this proposal, the Center is unaware of and does not anticipate any program and service funding cuts. However, all revenue received by the Center is competitive, discretionary and subject to congressional appropriation or state/county allocation of grants and contracts.

5. Define the geographical area to be served with requested FEMA Phase ARPA-R funds.

The geographical service area for the ARPA Program is the Greater Metropolitan Tucson, Pima County, Arizona (off-reservation). This includes the Cities of Marana, Tucson, and South Tucson and the unincorporated areas of the Greater Tucson Area.

6. Briefly describe the target population for each service for which you are requesting FEMA EFSP funds.

The targeted population for this grant request is: (1) Native Americans, (2) Families with Children, and (3) Elders. The total Pima County off-reservation " American Indian / Alaska Native Only " (AI/AN) population is 41,312 as of the 537,726 Tucson residence US Census. The poverty rate for AI/ANs of all ages in this geographic area is alarmingly higher than the general population at 35.0%, compared to 18.8% for the total population. In comparison of labor force status for this geographic area, the unemployment rate for AI/ANs in this area is more than twice the general population at 18.5%, compared to 9.0% of the total population. And, in comparison of educational attainment for this geographic area, 23.1% of AI/ANs have less than a high school diploma or GED, which is nearly twice as high as the total population at 12.1%. Also, 15.4% of AI/ANs have a Bachelor ' s degree or higher, compared to more than twice as many in the total population at 31.1%. As noted, this

7. Please discuss how your program collaborates with other local pandemic response efforts.

The Tucson Indian Center collaborates with the University of Arizona/Banner Health Care Programs and Epidemiology Centers. Vital COVID-19 health statistics, pandemic developments and trainings are provided to inform. The Center to created an Infectious Disease Preparedness, Prevention and Response Plan. Additionally, the Center collaborates with the US HHS Indian Health Service for the community distribution of Personal Protection Equipment such as N95 Respirators, face masks, gloves and hand sanitizers. The Center has a long-standing working relationship with Pima County Health Department, Tohono O ' odham Nation Health and Human Services Department and Pascua Yaqui Tribe Health Department for health promotion and disease prevention.



V. BUDGET AND FINANCIAL/SERVICE INFORMATION

**Unit of Service/Request**

Complete the appropriate table for each category in which funding is requested:

Shelter Category					
	Column A	Column B	Column C	Column D	Column E
Shelter category	FEMA funds requested	Per diem	FEMA-funded total nights	FEMA-funded number of rural clients	FEMA-funded number of clients served
Mass shelter - Direct cost	\$	Not applicable			
Mass shelter - Per diem	\$	12.50	0		
Other shelter	\$	Not applicable			

**GUIDANCE: Shelter category**

Column A State the amount of FEMA funds you are requesting.

Column B In past years the local board has selected a \$12.50/night per diem rate. ***This amount may change when the award is finalized.***

Column C Indicate the total number of nights for mass shelter (Column C = A ÷ B).

Column D State the number of rural clients to be served with FEMA request.

Column E Indicate the total number of clients to be served (include rural clients reported in Column D) with FEMA request.

Food (Served Meals/Mass Feeding) Category					
	A	B	C	D	E
Food category	FEMA funds requested	Meal per diem	FEMA-funded total nights	FEMA-funded number of rural clients	FEMA-funded number of clients served
Served meals - Direct cost	\$				
Served meals - Per diem	\$	\$ 3.00	0		

**GUIDANCE: Food category**

Column A: Indicate the amount of FEMA funds you are requesting.

Column B In past years the local board has selected a \$2.50/meal per diem rate. ***This amount may change when the award is finalized.***

Column C State the total number of meals served with FEMA funds (Column C = A ÷ B).

Column D Indicate the number of rural clients to be served with FEMA request.

Column E State the total number of clients to be served (include rural clients reported in Column D) with FEMA request.

<b>Other food category</b>	
FEMA funds requested:	\$ 0
Indicate the number of rural clients to be served with FEMA request:	
Please use the space below to document how your request will be used. Give specifics (e.g., FEMA funds will buy approximately "X" number of food boxes to help "X" number of clients at "X" approximate cost per box).	
<p>The Tucson Indian Center (TIC) proposes to use the requested Phase ARPA-R for Rent/Mortgage Assistance and Utility Assistance. If awarded, the funds will supplement TIC's US Department of Labor Section 166 Employment and Training Client Supportive Services Program as listed in the Program/Service Revenue Table located on Page 10 of this proposal application. Additionally, the requested funds will supplement and sustain TIC's Emergency Services Network Program (FEMA &amp; TANF) previously funded by the Pima County Emergency Service Network. Lastly, the funds will supplement the current TIC Marguerite Casey Foundation client assistance program.</p>	

<b>Financial Assistance Category</b>				
*Note: All local providers for emergency rent/mortgage and utility assistance must utilize Pima County's Emergency Services Network (ESN) to ensure no duplication of assistance occurs.				
	A	B	C	D
Financial assistance category	FEMA funds requested	Number of households served	Average bill	Number of rural households served
Rent/Mortgage	\$ 40,000	50	\$ 800	0
Utility	\$ 20,000	50	\$ 400	0

**GUIDANCE: Financial assistance category**

Column A: Indicate the amount of FEMA funds you are requesting.

Column B: Indicate how many households (including rural households) are projected to be served with FEMA funds.

Column C: State the amount of the average bill expected to be paid (Columns A + B = C).

Column D: Indicate how many rural households are projected to be served with this FEMA request.

**Program/Service Revenue & Expenditures**

Complete tables A and B for each category in which FEMA EFSP funds are requested.  
Please reproduce this page if you are requesting funding in more than one service category.

<b>A. Program/Service revenue</b>	
Provide budgeted revenues for this program year for each service for which FEMA EFSP Phase 39 funds are requested. At the bottom of the table, indicate the percent of the total program revenues that will be met with FEMA assistance.	
<b>Service category:</b>	
Funding sources	Amount
Federal funds	\$ 5,000
State funds	\$
City of Tucson funds	\$
Pima County funds	\$
Arizona Health Care Cost Containment System	\$
Pima Council on Aging	\$
Title XX	\$
United Way	\$
Program revenues/Client fees	\$
Foundation grants	\$ 15,000
Fundraising/Donations	\$ 5,000
Other/In-kind	\$
FEMA EFSP request	\$ 60,000
<b>Total service funding</b>	<b>\$ 85,000</b>
What percentage of your Program budget is the FEMA funding request?  <i>Example: Motel Voucher Program:</i> <u>\$8,000 FEMA FUNDING REQUEST</u> <u>\$2,000 PRIVATE FUNDS</u> \$10,000 = 80% of Program Budget	42 %
What percentage of your overall Agency Budget is the FEMA funding request?  <i>Example:</i> <u>\$250,000 AGENCY BUDGET</u> <u>\$8,000 FEMA FUNDING REQUEST</u> = 3% of Overall Agency Budget	3 %

<b>B. Program/Service expenditures</b>	
Indicate budgeted expenditures for this program year for each service for which FEMA EFSP Phase 39 funds are requested. Total agency budgets are not acceptable.	
<b>Service category:</b>	
<b>Line item budget categories</b>	<b>Total service budget</b>
Personnel/Employee related expenses	\$ 0
Professional/Outside services	\$ 0
Facilities/Occupancy	\$ 0
Travel	\$ 0
Rent/Mortgage Other (specify)	\$ 40,000
Utility Other (specify)	\$ 20,000
Other (specify)	\$
<b>Total service expenditures</b>	<b>\$ 60,000</b>

## Attachment C LRO Certification

### Local Recipient Organization (LRO) Certification Form

As a recipient of Emergency Food and Shelter National Board Program funds made available for FEMA EFSP Phase ARPA-R and as the duly authorized representative of American Indian Association of Tucson, I certify that my organization:

1. Is not debarred or suspended from receiving Federal funds;
2. Will not and will ensure employees, volunteers and other individuals associated with the program will not engage in any trafficking of persons during the period this award is in effect;
3. Will not and will ensure employees, volunteers and other individuals associated with the program will not use EFSP funds to support access to classified national security information;
4. Has the capability to provide emergency food and/or shelter services;
5. Will use funds to supplement/extend existing resources and not to substitute or reimburse ongoing programs or services;
6. Is a nonprofit corporation or an agency of government;
7. Will not use EFSP funds as a cost-match for other Federal funds or programs;
8. Has an accounting system, and will pay all vendors by an approved method of payment;
9. Conducts an independent annual review if receiving \$25,000-\$49,999/ an independent annual audit if receiving \$50,000 or more in EFSP funds, and an OMB Circular A-133 if receiving \$500,000 or more in Federal funding;
10. Has not received an adverse or no opinion audit;
11. Understands that cash payments (including petty cash) are not eligible under EFSP;
12. Has provided a Federal Employer Identification Number (FEIN) to EFSP;
13. Has provided a Data Universal Number System (DUNS) number issued by Dun & Bradstreet (D&B) and required associated information to EFSP;
14. Practices nondiscrimination and will not refuse service to an applicant based on race, color, national origin, religion, sex, age, or disability;
15. Will not engage in religious proselytizing or religious counseling in any program receiving Federal funds;
16. Will not charge a fee to clients for EFSP funded services;
17. Will comply with the EFSP Responsibilities & Requirements Manual, particularly the Eligible and Ineligible Costs section, and will inform appropriate staff or volunteers of EFSP requirements;
18. Will provide all required reports to the Local Board in a timely manner; (i.e., Second Payment/Interim Request and Final Reports);
19. Will expend monies only on eligible costs and keep complete documentation (copies of canceled LRO checks—front and back, invoices, receipts, etc.) on all expenditures for a minimum of three years after end-of-program date, and for compliance issues until resolved;
20. Will spend all funds and close-out the program by my jurisdiction's selected end-of-program date and return any unused funds to the National Board (\$5.00 or more; checks made payable to United Way Worldwide/Emergency Food and Shelter National Board Program, 701 North Fairfax Street, Suite 310, Alexandria, VA 22314);
21. Will provide complete, accurate documentation of expenses to the Local Board, if requested, following my jurisdiction's selected end-of-program date;
22. Will comply with the Office of Management and Budget Circular A-133 if expending \$500,000 or more in Federal funds;
23. Will comply with lobbying prohibition certification and disclosure of lobbying activities if receiving \$100,000 or more in EFSP funds, as applicable; and,
24. Has no known ESFP compliance exceptions in this or any other jurisdiction.



Signature

Name and title: Jacob Bernal - Executive Director

Date: 02/22/2022

Agency address: 160 North Stone Avenue. Tucson, Az. 85701

Phone #: 520.884.7131

Fax #: 520.884.0240

Email: jbernal@ticenter.org

LRO ID Number: 027200-027

FEIN: 860210481

DUNS #: 037611365