



L.A. Care Health Plan CalFresh Outreach Grant  
Request for Application  
09/06/22

OVERVIEW

L.A. Care Health Plan's Community Wellness Initiative funds programs that help alleviate economic hardships that lead to poor health, including CalFresh outreach and application assistance. The California Association of Food Banks (CAFB) is partnering with L.A. Care Health Plan to identify and support up to 10 organizations in Los Angeles County who are providing community members CalFresh outreach and application assistance.

CalFresh outreach and application assistance activities are intended to inform households with low incomes about the availability, eligibility requirements, application procedures and benefits of CalFresh. Eligible activities include:

- Educating potentially eligible community members about CalFresh, and
- Providing assistance and troubleshooting with the CalFresh application, semi-annual reports, and/or recertification paperwork

Applicants may apply for projects lasting 12 months from January 1, 2023 – December 31, 2023 up to \$150,000. Grant awards will range from \$100,000 - \$150,000.

QUALIFICATIONS

Applicants must meet the following criteria to be considered for funding:

1. 501(c)(3) nonprofit
2. Provide CalFresh outreach and application assistance
3. Serve households with low-incomes in Los Angeles County
4. Be in good standing with L.A. Care Health Plan and CAFB
5. Submit a complete application by October 26, 2022

APPLICATION SUBMISSION

Applications must be received by 11:59pm on **Wednesday October 26** at:  
[https://cafb.formstack.com/forms/la\\_calfresh\\_outreach\\_grant\\_application](https://cafb.formstack.com/forms/la_calfresh_outreach_grant_application)

Please upload the following documents to submit your application

- Application Narrative
- Scope of Work & Budget
- 501(c)(3) letter
- Most recent audit

## REPORTING AND MONITORING

Grantees will be required to report to CAFB quarterly. The reports will include progress made on deliverables, target population demographics, and budget spending. In addition, CAFB will periodically check-in with grantees to ensure projects are on track and provide technical assistance, as needed.

Report due dates:

- April 15, 2023 for activities conducted between Jan 1- March 31, 2022
- July 15, 2023 for activities conducted between Apr 1- June 30, 2023
- Oct 15, 2023 for activities conducted between Jul 1- Sept 30, 2023
- Jan 15, 2024 for activities conducted between Oct 1 – Dec 31, 2023

## USE OF FUNDS

Funds may pay for project-related staff and/or infrastructure to increase participation and/or promote retention in the CalFresh program. Funds may also be used to improve internal organizational and external cross-organizational systems that will lead to easier and greater enrollment and retention in CalFresh. Other expenses could include program interventions, such as outreach campaigns to encourage clients to apply, extending hours to evenings and/or weekends to improve access, or the development of strategies to improve systems and access for eligible participants.

Grant funds **cannot** be used for:

- Capital campaigns, endowments and annual drives
- Operating deficit or debt retirement, or replacement of previously funded services
- Direct services billable to other payers
- “Miscellaneous” line items

Payments will be made to successful applicants in three transactions. The first payment (50%) will occur once an MOU is in place between CAFB and the organization. The second payment (25%) will occur upon successful completion of two reports around August 2023. The final payment (25%) will occur after successful completion of the third report, expected around November 2023.

## INFORMATION SESSION

CAFB will host an information session on **September 21, 2022 at 1pm** in order to provide an overview and answer questions. You are welcome to submit questions ahead of time to Edith Martinez at [edith@cafoodbanks.org](mailto:edith@cafoodbanks.org). **Please register in advance**. All who register will receive a document with Q&A after the session. In order to be fair to all applicants, questions will only be addressed during the information session. Attendance is not required to be considered for funding.

## APPLICATION EVALUATION

Applicants must submit a completed narrative, a scope of work, and a budget between \$100,000 to \$150,000. Competitive applicants will have proven experience supporting community members with CalFresh enrollment and retention. Applications will be reviewed by a committee composed of CAFB staff and partners, and LA Care Health Plan representatives.

Applications will be scored using the following criteria.

SCORING CATEGORY	PERCENT OF OVERALL SCORE	RELEVANT APPLICATION SECTIONS
1. Organizational capacity	15%	Narrative questions: 4, 5, 12, 16
2. Impact	25%	Narrative questions: 11, 12, 13, 14, 15, 16; Scope of work
3. Community connection	20%	Narrative questions: 11, 12, 13, 15, 16
4. Likely success and implementation readiness	20%	Narrative questions: 12, 15, 16, 17
5. Fiscal management	20%	Narrative questions: 6, 9, 10; Budget; Scope of work; and Most recent audit

## TIMELINE

Release of RFA	September 6, 2022
Last day to submit questions for information session	September 19, 2022
Information session	September 21, 2022, 1-2pm
Response to questions will be emailed by	September 23, 2022
Application submission deadline	October 26, 2022
Evaluation and selection process	Oct 27, 2022- November 2022
Award notification	December 2022
Grant period begins	January 1, 2023
Grant kick-off meeting	January 11, 2023, 10am-11am
1 <sup>st</sup> report due	April 15, 2023
2 <sup>nd</sup> report due	July 15, 2023
3 <sup>rd</sup> report due	October 15, 2023
Grant period ends	December 31, 2023
4 <sup>th</sup> report due	January 15, 2024