



**Volunteers of America of Florida Inc.**

**Small Purchases Contract**

**SMALL CAPITAL PURCHASE GRANT AGREEMENT**

**BY AND BETWEEN**

**PINELLAS COMMUNITY FOUNDATION**

**AND**

**VOLUNTEERS OF AMERICA OF FLORIDA, INC.**

**THIS SMALL CAPITAL PURCHASE GRANT AGREEMENT** (hereinafter “**Agreement**”), effective upon the last date executed below, by and between **PINELLAS COMMUNITY FOUNDATION**, a public charitable foundation established by Trust Agreement Dated January 1, 1969, as may have been amended from time to time, whose address is 17755 US Highway 19 North, Suite 150, Clearwater Florida 33764, (hereinafter, “**AGENCY**”) and **VOLUNTEERS OF AMERICA OF FLORIDA, INC.**, whose address is 200 2nd Avenue South, #436, St. Petersburg, Florida 33701 (hereinafter “**GRANTEE BENEFICIARY**”).

WITNESSETH:

**WHEREAS**, in response to the emergence of a novel coronavirus and the respiratory disease it causes (hereinafter, “**COVID-19**”), the World Health Organization (hereinafter, “**WHO**”) has officially characterized COVID-19 as a pandemic that constitutes a Public Health Emergency of International Concern; and

**WHEREAS**, the American Rescue Plan Act of 2021 (“**ARPA**”) is a federal emergency legislative package designed to facilitate nationwide recovery from the devastating economic and health impacts of the COVID-19 public health emergency; and

**WHEREAS**, the Pinellas County Government (“**County**”) received an allocation pursuant to the ARPA State and Local Fiscal Recovery Fund (“**SLFRF**”) and the Board of County

Commissioners (“Board”) approved a Spending Plan for the SLFRF Spending (“Spending Plan”) which includes the Pinellas ARPA Nonprofit Capital Projects Fund (“Project Fund”); and

**WHEREAS**, the County has contracted with Agency to administer the Project Fund on behalf of the County; and

**WHEREAS**, **AGENCY** has determined that **GRANTEE BENEFICIARY** has experienced a negative economic impact as a result of the COVID-19 pandemic as evidenced by: a reduction in revenue for 2020 compared to 2019, an increase in demand for services, or a need for additional capital assets to adapt operations to accommodate health and safety guidelines by the Centers for Disease Control and Prevention (CDC);

**NOW THEREFORE**, the parties hereto, mutually agree as follows:

**1. Specific Grant Information:**

This project shall be undertaken and accomplished in accordance with the terms and conditions specified herein and the Appendices named below, which are attached hereto and by reference incorporated herein:

a) Grantee Beneficiary Name: **Volunteers of America of Florida, Inc.**

b) Grantee Beneficiary Contact and Notice Information:

Primary Contact Name: **Janet Stringfellow**

Address: **200 2nd Avenue South, #436, St. Petersburg, Florida 33701**

Phone Number: **727-369-8500**

Grantee’s Unique Entity Identifier (UEI) : **NLDPMP8R7CH3**

c) Federal Award Identification Number: **SLFRP4653 Direct payment from the Department of the Treasury (“Treasury”) pursuant to Coronavirus State and Local Fiscal Recovery Funds pursuant to the American Rescue Plan Act.**

- d) Federal Award Date: 8/12/2021
- e) Period of Grant Performance, Start and End Date: **May 22, 2023 – September 30, 2024**
- g) Amount of Funds Awarded: **\$110,160.00** (hereinafter, “Awarded Funds”).
- h) Name of Federal Awarding Agency, Pass-Through Entity, and Contact Information for Awarding Official of the Pass-Through Entity:

Federal Awarding Agency:

**United States Department of Treasury**

Pass-Through Entity:

**Pinellas County**

Pass-Through Entity:

**Pinellas Community Foundation**

Contact Information for Awarding Official of the Pass-Through Entity:

**Duggan Cooley, CEO, Pinellas Community Foundation**

**17755 US Highway 19 N, Suite 150**

**Clearwater, FL 33764**

- i) Assistance Listing Number and Name

Assistance Listing Number (at time of disbursement): **21.027**

Assistance Listing Name: Coronavirus State and Local Fiscal Recovery Funds

- j) Indirect Cost Rate for GRANTEE BENEFICIARY portion of the Federal Award:  
**none**

**2. Small Capital Purchase :**

The **GRANTEE BENEFICIARY**'s small capital purchase is approved IN FULL and will be awarded from the **AGENCY** consistent with the **GRANTEE BENEFICIARY**'s application for award of funds for the small capital purchase (attached as Appendix 5) and which is consistent with the purpose of assisting a non-profit entity that has experienced a negative economic impact as a result of the COVID-19 pandemic in accordance with the applicable criteria set by ARPA and SLFRF.

- a) **GRANTEE BENEFICIARY** shall be awarded \$110,160.00 for the small capital purchase set forth in their application (Appendix 5) and on the time schedule set forth on the estimated purchase schedule in Appendix 6 which is the Pre-Contract Information Form.
- b) **GRANTEE BENEFICIARY** agrees to deliver these funds pursuant to the following requirements:
  - i. Compliance with all rules and guidelines of the ARPA and SLFRF requirements including certifications and/or attestations of compliance as appropriate by ARPA and SLFRF and/or the County or AGENCY.
  - ii. Compliance with Appendix 1 – including, but not limited to, ARPA and SLFRF Guidance and Requirements.
  - iii. Compliance with Appendix 2 – Attestation.
  - iv. Compliance with Appendix 3 – Minimum Reporting Requirements
  - v. Compliance with Appendix 4 – Minimum Insurance Requirements.
  - vi. Compliance with Appendix 5 – Application for Funding.
  - vii. Compliance with Appendix 6 – Pre-Contract Information Form.
  - viii. Attestation to the accuracy of capital project costs and that the capital

project costs are not otherwise reimbursable by a different source and that the costs comply with the ARPA and SLFRF requirements.

- ix. Compliance with all deliverables/benchmarks in compliance with the deadlines set forth in the application as modified by the Pre-Contract Schedule (Appendices 5 & 6). Dates for compliance may be extended upon mutual agreement of the parties in writing provided completion will be accomplished within the timeframes required by the ARPA and SLFRF guidelines. **AGENCY** will not extend any compliance dates that could jeopardize the completion dates required by ARPA and/or SLFRF and it is within the sole discretion of **AGENCY** to require completion well in advance of the dates required by ARPA and/or SLFRF.
- x. Compliance with any other applicable, state, local and federal laws, rules and regulations.

**3. Term of Agreement.**

This Agreement shall commence upon execution and the Agreement shall expire 60 days after the final purchase set forth on Appendix 5. The expiration date of this Agreement may be extended, by mutual agreement of the parties in writing.

**4. Compensation.**

a) The **AGENCY** agrees to provide **GRANTEE BENEFICIARY** an amount not to exceed One Hundred Ten Thousand One Hundred Sixty Dollars and 00/100 cents (\$110,160.00) as an award of Small Capital Purchase Spending Plan of the County for the purchase as described in Section 2.

b) **GRANTEE BENEFICIARY** shall maintain a Budget Plan and

Benchmark/Deliverables Plan setting forth the time frame for each benchmark/deliverable (Appendix 5 & 6), as approved by **AGENCY**. Time frames for deliverables in the Pre-Contract Information Form (Appendix 6) shall replace time frames in the application for funding (Appendix 5). Any change in date for deliverables/benchmarks must be approved in advance by **AGENCY** in its sole discretion but in no case will any change be approved that is outside the deadline set by ARPA and SLFRF.

c) The **AGENCY** shall determine which expenses in the Budget Plan (Appendix 5) may be paid as an advance to the **GRANTEE BENEFICIARY**, if any, and which expenses will be paid on a cost-reimbursement basis, with the **GRANTEE BENEFICIARY** to submit invoices with supporting documentation to justify the reimbursement of expenses. If any amount is paid as an advance payment to **GRANTEE BENEFICIARY**, the **GRANTEE BENEFICIARY** must provide sufficient documentation of usage of the funds for allowed purposes under this agreement in order to receive any future payments.

d) Any funds expended in violation of this Agreement or in violation of appropriate Federal, State, and **AGENCY** requirements or any unspent funds shall be refunded in full to County. If this Agreement is still in force, future payments shall be withheld by the **AGENCY**.

##### **5. Performance Measures.**

The **GRANTEE BENEFICIARY** agrees to submit any and all documentation requested by **AGENCY** to support expenditures and any and all documentation as may be requested by **AGENCY** as needed for ARPA and SLFRF compliance and must provide regular written updates to **AGENCY**, on a schedule provided by **AGENCY**, regarding progress towards project completion including all approved expenditures to date. **GRANTEE BENEFICIARY** must maintain detailed accounting and tracking of all expenditures.

**6. Data Sharing.**

The **GRANTEE BENEFICIARY** agrees to share data with the **AGENCY** as deemed necessary by **AGENCY**, in its sole discretion, for expenditure validation, trend review, and performance monitoring.

**7. Insurance.**

**GRANTEE BENEFICIARY** will be required to maintain appropriate insurance to cover the Small Capital Purchases funded by this Agreement. See Appendix 4 for Minimum Insurance Requirements applicable to this Agreement. **GRANTEE BENEFICIARY** must comply at all applicable times with the insurance required.

**8. Monitoring.**

**GRANTEE BENEFICIARY** will work with **AGENCY** to meet the requirements of 2 C.F.R. § 200.329 (Monitoring and reporting program performance). This may include, but is not limited to, the following:

- a) The monitoring requirements set forth in Appendix 3 – Minimum Reporting Requirements.
- b) **GRANTEE BENEFICIARY** will work with the **AGENCY** to establish policies and procedures as required.
- c) **GRANTEE BENEFICIARY** will cooperate in site visits if required by **AGENCY** including, but not limited to, any documentation related to this GRANT, and will provide related information at any reasonable time.
- d) **GRANTEE BENEFICIARY** will submit other reports and information in such formats and at such times as may be prescribed by the **AGENCY**.
- e) All monitoring reports will be as detailed as may be reasonably requested by the



**AGENCY** and will be deemed incomplete if not satisfactory to the **AGENCY** as determined in its sole reasonable discretion. Reports will contain the information or be in the format as may be requested by the **AGENCY**.

**9. Special Situations.**

**GRANTEE BENEFICIARY** agrees to inform **AGENCY** within one (1) business day of any circumstances or events which may reasonably be considered to jeopardize its capability to continue to meet its obligations under the terms of this Agreement. Incidents may include, but are not limited to, those resulting in injury, media coverage or public reaction that may have an impact on the **AGENCY'S** or **GRANTEE BENEFICIARY'S** ability to protect and serve its participants, or other significant effect on the **AGENCY** or **GRANTEE BENEFICIARY**. Incidents shall be reported to the designated **AGENCY** contact below by phone or email only. Incident report information shall not include any identifying information of the participant.

**10. Amendment/Modification.**

In addition to applicable federal, state and local statutes and regulations, this Agreement expresses the entire understanding of the parties concerning all matters covered herein. No addition to, or alteration of, the terms of this Agreement, whether by written or verbal understanding of the parties, their officers, agents or employees, shall be valid unless made in the form of a written amendment to this Agreement and formally approved by the parties.

**11. Closeout**

a) Upon termination in whole or in part, the parties hereto remain responsible for compliance with the requirements in 2 C.F.R. Part 200.344 (Closeout) and 2 C.F.R. Part 200.345 (Post-closeout adjustments and continuing responsibilities).

b) This Agreement will not terminate, unless terminated as provided in Section 12, until Closeout is completed consistent with requirements detailed in the Appendices attached hereto, and to the satisfaction of the **AGENCY**. Such requirements shall include but are not limited to submitting final reports and providing program deliverables and closeout information as requested by **AGENCY**, County and/or the US Treasury Department or its authorized representatives, and reconciliation of program funding.

c) All invoices and requests for reimbursement shall be submitted within 30 days following the end of the project and budget period.

d) All un-spent funds must be reimbursed to the **AGENCY or the County as appropriate**, by the **GRANTEE BENEFICIARY** by the expiration date.

e) This provision shall survive the expiration or termination of this Agreement.

**12. Termination.**

a) If the **GRANTEE BENEFICIARY** fails to fulfill or abide by any of the provisions of this Agreement, **GRANTEE BENEFICIARY** shall be considered in material breach of the Agreement. Where a material breach can be corrected, **GRANTEE BENEFICIARY** shall be given thirty (30) days to cure said breach. If **GRANTEE BENEFICIARY** fails to cure, or if the breach is of the nature that the harm caused cannot be undone, **AGENCY** may immediately terminate this Agreement, with cause, upon notice in writing to the **GRANTEE BENEFICIARY**.

b) In the event the **GRANTEE BENEFICIARY** uses any funds provided by this Agreement for any purpose or program other than authorized under this Agreement, the **GRANTEE BENEFICIARY** must repay such amount to the **AGENCY or County** and may in the **AGENCY'S** sole discretion, be deemed to have waived the right to additional funds under this Agreement.

c) If **GRANTEE BENEFICIARY** fails to comply with the deliverable benchmark dates agreed to and **AGENCY** does not agree to extend the deadlines in its sole discretion, this Agreement will automatically terminate.

d) If the **County** cancels or revokes the Project Fund or revokes its award to **GRANTEE BENEFICIARY** for any reason whatsoever in the **County's** sole discretion, this Agreement will automatically terminate.

e) The **AGENCY** may terminate this Agreement without advance notice and without a cure period for any reason whatsoever as determined in **AGENCY's** sole discretion for any reason or for convenience.

f) The **AGENCY**, **County**, or the United States Department of Treasury may terminate this agreement in accordance with 2 C.F.R. § 200.340 (Termination).

**13. Assignment/Subcontracting.**

a) This Agreement, and any rights or obligations hereunder, shall not be assigned, transferred or delegated to any other person or entity. Any purported assignment in violation of this section shall be null and void.

b) The **GRANTEE BENEFICIARY** is fully responsible for completion of the Small Capital Purchase required by this Agreement and for completion of all subcontractor work, if authorized as provided herein. The **GRANTEE BENEFICIARY** shall not subcontract any work under this Agreement to any subcontractor other than the subcontractors specified in the proposal and previously approved by the **AGENCY**, without the prior written consent of the **AGENCY**, which shall be determined by the **AGENCY** in its sole discretion.

**14. Indemnification.**

The **GRANTEE BENEFICIARY** agrees to indemnify, pay the cost of defense, including attorney's fees, and hold harmless the **AGENCY**, its officers, employees and agents from all damages, suits, actions or claims, including reasonable attorney's fees incurred by the **AGENCY**, of any character brought on account of any injuries or damages received or sustained by any person, persons, or property, or in any way relating to or arising from the Agreement; or on account of any act or omission, neglect or misconduct of **GRANTEE BENEFICIARY**; or by, or on account of, any claim or amounts recovered under the Workers' Compensation Law or of any other laws, regulations, ordinance, order or decree; or arising from or by reason of any actual or claimed trademark, patent or copyright infringement or litigation based thereon; except only such injury or damage as shall have been occasioned by the sole negligence of the **AGENCY**.

**15. Business Practices.**

a) The **GRANTEE BENEFICIARY** must utilize financial procedures in accordance with generally accepted accounting procedures and Florida Statutes, including adequate supporting documents, to account for the use of the funds provided by the **AGENCY**.

b) The **GRANTEE BENEFICIARY** must retain all records (programmatic, property, personnel, and financial) relating to this Agreement for five (5) years after final payment is made.

c) All **GRANTEE BENEFICIARY** records relating to this Agreement are subject to audit by the federal government or its representatives, or the **AGENCY** and its representatives.

d) Prior to beginning work under this Agreement, **GRANTEE BENEFICIARY** must register with and use the E-verify system to verify the work authorization status of all new employees of the **GRANTEE BENEFICIARY** and comply with F.S. 448.095, including, but not limited to all provisions of 449.095(5).

**16. Nondiscrimination.**

a) The **GRANTEE BENEFICIARY** shall not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

b) The **GRANTEE BENEFICIARY** shall not discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities.

c) The **GRANTEE BENEFICIARY** shall, during the performance of this Agreement, comply with all applicable provisions of federal, state and local laws and regulations pertaining to prohibited discrimination.

**17. Independent Contractor.**

It is expressly understood and agreed by the parties that **GRANTEE BENEFICIARY** is at all times hereunder acting and performing as an independent contractor and not as an agent, servant, or employee of the **AGENCY**. No agent, employee, or servant of the **GRANTEE BENEFICIARY** shall be, or shall be deemed to be, the agent or servant of the **AGENCY**. None of the benefits provided by the **AGENCY** to their employees including, but not limited to, Worker's Compensation Insurance and Unemployment Insurance are available from **AGENCY** to the employees, agents, or servants of the **GRANTEE BENEFICIARY**.

**18. Additional Funding.**

Funds from this Agreement may not be used as the matching portion for any federal grant except in the manner provided by Federal and State law and applicable Federal and State rules and regulations. The **GRANTEE BENEFICIARY** agrees to make all reasonable efforts to obtain

funding from additional sources wherever said **GRANTEE BENEFICIARY** may qualify. Should this Agreement reflect a required match, documentation of said match is required to be provided to the **AGENCY**.

**19. Governing Law.**

The laws of the State of Florida shall govern this Agreement.

**20. Conformity to the Law.**

The **GRANTEE BENEFICIARY** shall comply with all federal, state and local laws and ordinances and any rules or regulations adopted thereunder, including but not limited to ARPA and SLFRF.

**21. Prior Agreement, Waiver, and Severability.**

This Agreement supersedes any prior Agreements between the Parties and is the sole basis for agreement between the Parties as to this Small Capital Purchase. The waiver of either party of a violation or default of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent violation or default hereof. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

**22. Agreement Management.**

Pinellas Community Foundation designates the following person(s) as the liaison for the **AGENCY**:

Duggan Cooley, CEO  
Pinellas Community Foundation  
17755 US Highway 19 North, Suite 150  
Clearwater FL 33764  
727-531-0058

**GRANTEE BENEFICIARY** designates the following person(s) as the liaison for the

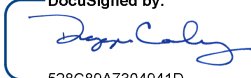
**GRANTEE BENEFICIARY:**

Janet Stringfellow, CEO  
Volunteers of America of Florida, Inc.  
200 2nd Avenue South, #436  
St. Petersburg, Florida 33701  
727-369-8500

SIGNATURE PAGE FOLLOWS

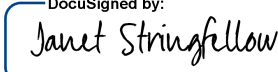
**IN WITNESS WHEREOF**, the parties hereto have caused this instrument to be executed on the day and year written below.

AGENCY: Pinellas Community Foundation

By: DocuSigned by:  
  
528C89A7304941D...  
Duggan Cooley  
CEO

Date: 10/3/2023 | 9:19 AM PDT

GRANTEE BENEFICIARY: Volunteers of America of Florida, Inc.

By: DocuSigned by:  
  
27C426B017964CC...  
Janet Stringfellow, CEO  
jstringfellow@voa-fla.org

Date: 10/4/2023 | 6:00 AM PDT

GRANTEE BENEFICIARY: Volunteers of America of Florida, Inc.

By: DocuSigned by:  
  
5D148A96804442A...  
Thomas Goodwin, Board Chair and President  
heyitstommy@gmail.com

Date: 11/13/2023 | 12:18 PM EST



## **Schedule of Appendices**

Appendix 1 – ARPA and SLFRF Guidance and Requirements

Appendix 2 – Attestation

Appendix 3 – Minimum Monitoring Requirements

Appendix 4 – Minimum Insurance Requirements

Appendix 5 – Application for Funding (including budget plan)

Appendix 6 – Pre-Contract Information Form (including time frame for Deliverables/Benchmarks)

## APPENDIX 1 – Requirements

**GRANTEE** is required to comply with all rules and guidelines of ARPA and SLFRF including but not limited to those set forth below as well as any additional rules or guidelines propounded in the future or any modifications to existing rules or guidelines. Please see below for applicable rules and guidelines:

US Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds Website - <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

Overview of the Final Rule - <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-Overview.pdf>

Final Rule - <https://www.govinfo.gov/content/pkg/FR-2022-01-27/pdf/2022-00292.pdf>

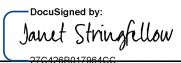
The logo consists of a square border with the letters 'DS' in the top right corner and a stylized signature 'JS' in the center.

**APPENDIX 2 – Attestation**

I, Janet Stringfellow, am the CEO of Volunteers of America of Florida, Inc., and I certify that:

1. I have the authority on behalf of Volunteers of America of Florida, Inc. to sign this Attestation.
2. I understand that the Pinellas Community Foundation will rely on this attestation as a material representation in making a direct payment to this Organization.
3. I attest that all information is true, accurate and complete and that all capital project costs submitted are accurate.
4. Volunteers of America of Florida, Inc. attests that proposed expenditures outlined in the grant proposal are necessary and appropriate to remedy economic harm caused by the COVID-19 Pandemic, are for capital expenditures to aid the organization in supporting residents and/or the community, and do not supplant existing services or budgets, and are not reimbursable by any other means.
5. Volunteers of America of Florida, Inc. attests it will only expend funds from this grant which are approved and aligned with the awarded proposal, are necessary and appropriate to remedy economic harm caused by the COVID-19 Pandemic, do not supplant existing services or budgets, and are not reimbursable by any other means.

By: Janet Stringfellow

Signature:  \_\_\_\_\_  
DocuSigned by:  
Janet Stringfellow  
27C4288017884C0

Title: CEO

Date: 10/4/2023 | 6:00 AM PDT \_\_\_\_\_

### APPENDIX 3 – Minimum Reporting Requirements

During the Term of this Agreement, **GRANTEE BENEFICIARY** must comply with all reporting requirements as set forth in the discretion of **AGENCY**. This includes, but not limited to:

1. Provide monitoring reports at intervals requested by **AGENCY** with respect to ongoing compliance towards timely completion of purchases in the time frame approved in the Pre Contract Schedule and other details as requested by **AGENCY**;
2. Complete and accurate documentation of expenditures in compliance with approved award.
3. Site visit(s) at the time determined by the **AGENCY**.
4. Final Close Out report, detailing the impact of this funding and the relief of the negative economic impact related to COVID-19, provided to **AGENCY** in accordance with Section 11 of this Agreement (Closeout).



#### **APPENDIX 4 – Minimum Insurance Requirements**

For the duration of this Agreement, **GRANTEE BENEFICIARY** must maintain the following minimum insurance requirements. Failure to do so will be a breach of contract and **GRANTEE BENEFICIARY** will no longer be eligible for funding and will be required to return any funds already provided to it.

**GRANTEE BENEFICIARY must obtain and/or maintain general liability insurance through the duration of the performance period and must list Pinellas Community Foundation as additional insured on the GL policy. Pinellas Community Foundation's contact information is:**

**17755 US HWY 19 N., Ste. 150**

**Clearwater, FL 33764**

**727-531-0058**

<sup>DS</sup>  
JS

**Appendix 5 - Application for Funding (including budget plan)**



# Application Form

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## *Organization Information*

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### **Brief Project Descriptor**

Please briefly describe this organization's request.

Home appliance upgrades for affordable housing units

**If you have previously applied for a Small Purchase and would like your previous request copied over to update and submit for consideration in Round Two, please contact Rose Cervantes. Due to the current inflationary environment, you will need to obtain new bids/estimates for your proposed purchases regardless of a prior submission. The new request amount must also fit within the maximum request amounts for Round Two.**

**If you would like to complete this application in Word first and copy your answers over later, use the following link: [Download Application](#)**

**The evaluation rubric that will be used to score your request can be downloaded [here](#).**

**Please pay attention to character limits while working on your draft. These limits include spaces.**

### **Organization Name\***

Volunteers of America of Florida, Inc.

### **Proposal Name\***

Please choose a short name to identify this project within the grant portal:

Tarpon Village Small Project Request

### **EIN\***

581856992

### **Incorporation Year\***

What year did your organization incorporate? This will be the year listed on your determination letter from the Internal Revenue Service.

1992

### Organizational Mission Statement\*

What is your organization’s mission statement? This should be no longer than one or two sentences.

Volunteers of America of Florida engages Floridians in need to create positive life changes through compassionate support services.

### Unique Entity ID (SAM)

Please provide your organization's Unique Entity ID number. This is a specific number used by the federal government to identify your organization. **This is different from a DUNS number, which the federal government no longer uses.**

If you do not have a Unique Entity ID number, you can create an account on SAM.gov and apply for one here (it is free and may take 3-4 days for approval): <https://sam.gov/content/home>

This field is optional as to not stop a qualifying organization from applying. **However**, a Unique Entity ID number will be required if your organization is approved for a grant. Your organization should apply for a number now if it does not yet have one.

Character Limit: 12

NLDPMP8R7CH3

### Annual Operating Budget Size\*

Please provide the amount of your annual operating budget, (expenditures only) for your entire organization.

\$20,600,000.00

### Parent Non-Profit/Subsidiaries\*

If your organization has a parent non-profit that has multiple subsidiaries, will multiple subsidiaries be applying in this process?

#### Example

Better Tomorrow is the parent non-profit of three organizations. Two of those organizations want to apply in this process. Both would select "Yes" on this question.

No

### Amount Requested

\$110,160.00



## *Amount Requested (Annual Operating Budget > \$500,000)*

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### **Amount Requested (Annual Operating Budget > \$500,000)\***

Because your annual operating budget is over \$500,000, the maximum grant request for your organization is \$150,000.

\$110,160.00

## *Request Specifics*

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### **Priority Areas\***

For Round 2 of this funding process, the ARPA Nonprofit Capital Project Fund is prioritizing organizations that offer programming, and whose capital purchase is related to, the following areas:

- Individuals with Disabilities
- Food Security
- Specialized Healthcare
  - Mental Health
  - Dental Care
  - Substance Use Disorders
- Housing

Not offering programming in these areas does not disqualify you from applying. However, this prioritization will result in 10 bonus points being awarded to eligible requests when scored.

**Does your organization and its proposed capital purchase fit into one of these areas?**

Yes

### **Organization Programmatic Background\***

Please describe the programming your organization offers to the community and the length of time it has been doing so. What does your organization **do** and **how long** has it been doing it?

**If you have indicated above that your programming and proposed purchase fit into the priority areas for this funding round, please be sure to describe the relevant programming.**

Volunteers of America of Florida is a faith-based, human service organization that has served Florida communities for decades. We are the first to step forward and engage Floridians in need to create positive life changes through compassionate support services. We provide affordable housing and supportive services to homeless Veterans, families with children, and individuals coping with mental illness and disabilities, as well as vulnerable Seniors.

Nationally, Volunteers of America (VOA) touches the lives of 1.5 million people a year and counting and for over 125 years has been the nation's largest and well established comprehensive human services organizations. Volunteers of America of Florida (VOAFL) contributes to this total by providing health services, housing, and training, education and employment to our most needy residents. We are recognized as the

largest provider of supportive housing for homeless veterans in Florida, serving 13 communities from Pensacola to Key West. Through our wide range of programs and services, we are able to reduce public expenditures for homelessness, hospitalization, and institutionalization. We focus on results, continually improving the delivery of services to ensure that those we serve thrive.

Specifically, this project will serve individuals who are homeless or at risk of homelessness. Tarpon Village Apartments housing development is a single-family apartment complex providing low-income families and individuals a safe and affordable place to live. The complex consists of a mix of 1, 2 and 3 bedroom units with a total of 36 units. Each unit provides a washer and dryer, water / sewer, trash pick up and grounds maintenance. Residents have access to the array of services offered by VOAFI as needed, including linkage to food pantries and financial assistance, mental health, substance use and health care treatment.

## Community Need\*

Please describe the community need that exists for your programming. If you are able to cite quantitative, local data, that will strengthen your proposal.

Homelessness is a severe and pervasive problem in Pinellas County, Florida. The county's most recent Point-in-Time census (2021) reported 1,738 people in the crisis response system in Pinellas County - 938 are in shelter or transitional housing and 800 are unsheltered. Last fiscal year, 18,566 unduplicated residents were provided services to address or prevent homelessness. In fiscal year October 2020 - July 2021, 2,387 families and 4,962 individuals have called 211 seeking shelter services. A negative trend shows that people are moving beyond looking for low-cost housing and are now facing homelessness. 507 individuals have received hotel vouchers at a total cost to the system of \$4.4 million dollars. In Pinellas County, the FMR for a 2 bedroom apartment is \$1,123. A household must earn \$3,743 a month to not pay more than 30% of their income. It would take an hourly wage of \$23.40 to afford a FMR 2 bedroom apartment. A household would need to have 2.7 FT minimum wage jobs just to pay rent and utilities. This is especially a problem for the 24% identified by the County's Health Improvement Plan as having a behavioral health disorder. PCF's funding will allow VOAFI to maintain the safety and security to our residents while they focus on stability and independence. In addition to the community statistics, the economics of homelessness affect everyone. According to the NAEH, providing access to housing results in savings for communities because housed people are less likely to use emergency services, including hospitals, jails, and emergency shelter, than those who are homeless. One study found an average cost savings on emergency services of \$31,545 per person housed in a Housing First program over the course of two years. Evidence suggests that as much as \$1 million in public money is saved annually for every 100 chronically homeless individuals housed, based on reduced use of hospital care and emergency services.

## Negative Economic Impact on Organization\*

**The following question is the keystone of a strong application in this process. If your organization cannot demonstrate a negative economic impact from the pandemic, your application will not qualify for committee review. If you are uncertain about what constitutes negative economic impact or how to demonstrate it, please contact PCF staff for technical assistance.**

Describe your organization's negative economic impact arising from the COVID-19 pandemic. Examples could include:

- Inflationary pressures
- A reduction in revenue since the onset of the pandemic
- An increase in pandemic-related revenue that is restricted, or otherwise does not permit the purchase of capital assets

- The use of reserves for pandemic-related unbudgeted expenses
- Allocation of resources to meet a pandemic-related increase in demand for services, which results in a lack of resources to purchase capital assets
- A need for additional capital assets to adapt operations to accommodate health and safety guidelines by the CDC

**You have the option to upload supporting documentation regarding negative economic impact. However, please limit your upload to no more than five pages.**

Due to rental delinquency, VOF has \$53,570 loss due to COVID. Unable to hire maintenance personnel due to wage inflation, we have had to utilize a subcontractor which is exponentially more expensive and has resulted in unexpected expenses of \$25,000. Due to a loss in revenue, funders re-allocating funding and decreased ability to raise funding across VOAF programs, it was necessary to defer regular maintenance at Tarpon Village. In addition, inflation has drastically increased the cost of these tasks we are negatively impacted (\$60,000). A total loss of \$138,570 has been suffered as a result of COVID.

The majority of residents who had jobs, lost them due to the pandemic and found they had to choose between necessities such as food, hygiene products, rent/utilities vs. affording to keep up even minor repairs to their apartments. This urgency created an emergency response for all of VOAF clients. This impacted VOAF's bottom line, taxing programming and resources that normally would have went to other programming. With hiring of maintenance staff being extremely difficult especially at the height of COVID-19, minor repairs to appliances ended up becoming larger and now need to be replaced. VOAF is proud to say that through the devastation, we were able to provide for all those we serve, but the impact of general maintenance and upkeep has taken a toll. The process of recovering has required looking to the community to assist in projects that will help us get back on the road to success.

## Proposal Description\*

The American Rescue Plan Act requires a request that is reasonable and proportional to the level of economic impact your organization experienced. This means the request you describe below should not be greater than the economic harm your organization has suffered.

Please describe your purchase proposal and address the following:

- What will you be purchasing with these funds?
- What is the estimated lifespan of the purchase/improvement?
- How does it address the negative economic harm you described in the previous question?

Funding will support Tarpon Village which provides 36 affordable housing units to 19 families of which 12 are single-parent households. Among the residents, the average income is \$20,196 a year placing the majority of the families under 50% Area Median Income (AMI). Approximately one-third of the residents are considered extremely low income at or under 30% AMI. To ensure the housing remains affordable, no household pays more than 30% of their income as rent. Many of the residents have behavioral health needs and are uninsured or underinsured. The program offers housing and recently requested operational funding through PCF to provide telehealth behavioral health services. Our ability to provide housing and identify behavioral health issues via property staff allows us to target services to residents to ensure they maintain stability, independence, and self-sufficiency. Tarpon Village is an affordable place to live in a housing market that does not support low-income families as well as offering supportive services to maximize the residents' opportunity for success and self-sufficiency. The proposed capital funding request will improve the residents'

safety and quality of life so they may focus on health, employment and positive relationships. Funds requested will provide the replacement of the following appliances:

- Washer / dryers
- Ovens
- Refrigerators
- Microwaves

The estimated lifespan of the purchases is ten years. During COVID, loss of revenue directly impacted our ability to maintain regular facility updates and unfortunately, this impacted our housing the most. With rising costs and inflation as a result of COVID, our ability to proceed is even more drastically impacted. With the help of this funding, VOAF will be able to move past the impact of increasing our emergency assistance during COVID back to the level of services we once provided that served a portion of the community requiring emergency assistance, rather than the entire community needing assistance.

## Guiding Principles - Client Impact\*

The American Rescue Plan Act, which provides the funding for this grant program, aims to ensure an equitable recovery from the COVID-19 pandemic. According to federal guidance, the term “equity” is defined as:

The consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

One of the guiding principles of this fund is that it will apply a lens of equity to ensure the needs of specified priority populations are met.

### **Will this purchase benefit the community members defined above that have experienced disproportionate negative impacts from the COVID-19 pandemic? If so, how?**

Everyone needs safe, decent, stable housing- including those discussed above. For some of the most vulnerable in our community — people with mental illness, chronic health conditions, histories of trauma, and other struggles — a home helps them to get adequate services and start on the path toward recovery. Living without stable housing can drastically worsen health. Homelessness can exacerbate mental illness, make ending substance abuse difficult, and prevent chronic physical health conditions from being addressed. Good, safe, affordable housing can help rebuild and maintain independence, day-to-day routines, confidence and social networks. Research shows that people living with a mental illness who live where they want to are more likely to have a job, social supports and a higher quality of life. A positive change in housing can help influence positive changes that affect well-being. VOAF's request will insure those living in our 36 units will receive safe, decent and stable housing so they can focus on what is most important.

VOAF values the rich diversity among all people to create a world of greater justice and hope. We:

- Affirm that all people are created equally while acknowledging that some have wrongly endured unfairness, discrimination and inequity.
- Celebrate our differences while recognizing the common humanity that unites us.
- Embrace diverse perspectives to deepen understanding provide innovative solutions, and strengthen our impact.
- Promote an inclusive environment where all people feel accepted and valued.
- Pursue equity as reflected in equal access, treatment and positive outcomes for all.
- Partner with others that share a commitment to diversity, equity, equality and inclusion.

## Number Served\*

How many people will directly benefit from this capital purchase annually?

63

## Unduplicated vs. Duplicated\*

Is the number indicated above duplicated or unduplicated?

**Duplicated:** A client is counted each time they access services

**Unduplicated:** A client is counted once, regardless of the number of times they access services

**Example:** ABC Food Bank operates two mobile food pantries, one in Clearwater and one in St. Petersburg. Taylor, a Pinellas County resident, goes to both food pantries. If ABC Food Bank counts Taylor's visit TWICE, it is **duplicated**. If ABC Food Bank counts Taylor's visit ONCE, it is **unduplicated**.

Unduplicated

## Other (Explanation Required)

If you selected "Other" in the previous question, please explain how your organization determined the number of clients that will benefit from the proposed capital purchase.

## *Geographic Impact & Priority Populations*

The ARPA Nonprofit Capital Project Fund seeks to offset the negative economic impact Pinellas nonprofits faced due to the COVID-19 pandemic. Organizations who serve disproportionately impacted communities will be considered as serving a priority population. There are several ways to determine if your clients were disproportionately impacted.

Examples of disproportionately impacted communities include those who:

- Live in a Qualified Census Tract (QCTs)
  - Defined by U.S. Department of Housing and Urban Development (HUD)
  - U.S. Treasury guidance prioritizes use of ARPA funds within QCTs
  - To assess if your organization serves or is headquartered in a QCT, use the following link: [https://www.huduser.gov/portal/sadda/sadda\\_qct.html](https://www.huduser.gov/portal/sadda/sadda_qct.html)  
In the top right-hand corner, choose the state of Florida and Pinellas County. Then on the left-hand side of the screen, click the box next to "Color QCT Qualified Tracts." The QCT zones are denoted in purple. You can also map your address by adding it into the address box at the top to see if your location is inside the zones.
- Low- and moderate-income household and communities
- Households that qualify for federal assistance programs, such as SNAP and TANF
- Historically marginalized communities (BIPOC communities, persons with disabilities, LGBTQ+, religious minorities, and other communities that fit in the Equity definition provided on the ARPA website and application)

### Benefits and Geography of Purchase\*

Please describe the following:

1. The communities/clients that will benefit from this capital purchase, and whether they were disproportionately impacted by the pandemic according to the examples above.
2. The geographic areas in which this capital purchase will be put into use. Be as specific as possible.

The project location is in a QCT. VOAFI serves all of Pinellas County, however the majority of our residents are from QCT areas (an estimated 90%). The proposed population served also impacts individuals who are considered to have been disproportionately impacted by the pandemic:

- Low- and moderate-income household and communities
- Households that qualify for federal assistance programs, such as SNAP and TANF
- Historically marginalized communities (BIPOC communities and persons with disabilities)

### Headquarters Location\*

Please provide your organization's headquarters address as it appears on your Sunbiz account. To check your Sunbiz registration, you may search here: <https://dos.myflorida.com/sunbiz/search/>

200 2nd Ave South PMB #436 St. Petersburg, FL, 33701

### QCT Determination - Headquarters\*

Is this organization headquartered in a QCT?

No

## Community Connection

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PCF understands the value of authentic and diverse representation in philanthropy and in Pinellas County. To this end, we ask demographic and representation questions to gauge the human impact your organization has on the communities you serve.

PCF has generalized the demographic data questions more than it has in other processes because of the public nature of this process. PCF understands that identity disclosure can be a sensitive matter and wants to respect your organization's board and staff. If your organization feels comfortable sharing more detailed demographic information, it may do so in the "Community Representation and Connection" section.

### Community Representation and Connection\*

Describe how your organization is representative of, or has authentic connections to, the community your proposal seeks to serve. You can list other community-based organizations that work on programming with you and/or list examples of your work within this community.

If your staff, board, executive leadership, or long-term volunteers have personal identities or experiences that allow for a meaningful connection with your clients, please feel free to describe this connection below. When

possible, please use internal data or specific details to describe how your organization is representative and connected to the communities you serve.

VOAFL has an extensive history partnering with organizations to meet the needs of our residents and the greater good of the community. Tarpon Springs Good Shepherd Center provides a mobile food pantry to our residents once a week along with rental assistance as needed throughout the year. In the last year, we partnered with Catholic Charities in Pinellas County by providing services to individuals with severe and persistent mental illness who are homeless at their Pinellas Hope Shelter. We have grown this partnership to include our recently awarded funding for Innovare, a 50-unit, permanent supportive affordable housing hybrid development in downtown St. Petersburg. An example of how our partnerships work:

Forrest is a black man raised by a single mom alongside his four brothers who struggled with poverty throughout his childhood. As a high school senior, he was offered a scholarship to play football. He saw this as an opportunity not only for himself but, also to help his mother. Unfortunately, Forrest suffered a significant injury after only one year. He decided that military service was his next best option. After 10 years of military service he started working in the food service industry. He had returned to his birthplace in Tarpon Springs and was focused on his family and beginning a new career. Unfortunately, his marriage ended in divorce leaving him a single father of two daughters ages 4 and 6. His challenges compounded in 2014 with a workplace injury. He was now unemployed, homeless and couch-surfing in homes of family members. This went on for a year as he pursued VA benefits, unemployment compensation and seeking medical treatment for his injury. His family's future changed one day as he was passing by Tarpon Village. After listening to his story, the Property Manager told Forrest to give her 30 minutes to make some calls. When he returned, he learned that she was going to be able to make a unit available to him and his two girls.

He is now 58 years old and he and his girls have lived there for 5 years. He feels that they are in a safe community and appreciates the little things like the playground on property where they can play safely nearby. The family benefits from local partners such as The Tarpon Springs Good Shepherd Center who come every week with a food pantry truck stocked with fresh produce. PCF's capital grant will allow us to maintain the property as a safe place to live and raise children just like Forrest's little girls.

### Leadership Demographics - Board Membership\*

Do your board members consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled. Neurodiversity is defined as "the range of differences in individual brain function and behavioral traits, regarded as part of normal variation in the human population." Examples of neurodiversity include autism spectrum disorders, ADHD, and dyslexia.

BIPOC

LGBTQ+

Neurodiverse/physically disabled

### Leadership Demographics - Executive Level Leadership Team\*

Does your executive leadership team consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled. Neurodiversity is defined as “the range of differences in individual brain function and behavioral traits, regarded as part of normal variation in the human population.” Examples of neurodiversity include autism spectrum disorders, ADHD, and dyslexia.

If your organization is volunteer-run and does not have an executive leadership team, please select "Not applicable."

BIPOC

Neurodiverse/physically disabled

### Leadership Demographics - CEO/Executive Director\*

Does your CEO/Executive Director consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ defined as Lesbian, Gay, Bisexual, Transgender, Queer+
- Neurodiverse/physically disabled. Neurodiversity is defined as “the range of differences in individual brain function and behavioral traits, regarded as part of normal variation in the human population.” Examples of neurodiversity include autism spectrum disorders, ADHD, and dyslexia.

If your organization is volunteer-run and does not have an executive leader, please select "Not applicable."

BIPOC

## Proposal Costs

Please upload current verifiable bids, estimates, or price lists [from your potential vendor(s)]. These bids must be dated within the past 60 days. *Please ensure there is a date noted on the bid or some annotation as to when you obtained these estimates/bids.*

- If your purchase is BELOW \$75,000, you must upload TWO verifiable bids or estimates for the proposed purchases.
- If your purchase is ABOVE \$75,000, you must upload THREE verifiable bids or estimates for your proposed purchases.

This can be as simple as screenshots from Amazon or Best Buy (though PCF does not endorse or recommend any specific vendor) or may be from specialized vendors that sell your proposed purchase. If you have concerns regarding bids or estimates, please reach out to PCF staff.

**Please note if you submitted a proposal in the first round of funding for Small Capital Purchases, you will be**



**required to submit new bids for an accurate cost estimation in the current market.**

*If you need assistance compressing files, please email Rose Cervantes at rcervantes@pinellascf.org.*

**Bid/Estimate #1\***

PDF files are accepted.

Tarpon Village Estimate March 23 Bid 1.pdf

**Bid/Estimate #2\***

PDF files are accepted.

Tarpon Village Estimate March 23 Bid 2.pdf

**Bid/Estimate #3**

PDF files are accepted.

Tarpon Village Estimate March 23 Bid 3.pdf

**Sole Source\***

In some cases, a proposed small purchase is only available from a single vendor, and as such, only one bid/estimate can be uploaded. If this is the case for your organization, please explain in the field below, and contact Rose Cervantes at rcervantes@pinellascf.org.

Otherwise, write "N/A" below.

NA

**Related Parties\***

Are any of the contractors/vendors that have provided bids/estimates a related party to your organization?

**Examples of Related Parties**

- A board member that owns the contracting company that provided a bid
- The relative of a director, officer, or executive team member owns a company that provided an estimate
- The CEO of the applying organization has a financial interest in the construction company providing a bid

**If yes,** identify the vendor and describe the relationship.

**If no,** write "No related parties below."

No related parties

## Budget Summary\*

Please use **THIS TEMPLATE** to indicate costs and any cash match your organization may have for the proposed purchases. Note: this spreadsheet will automatically round numbers to make it easier to read for committee members.

If you submitted a proposal in the first round of funding for Small Capital Purchases, you will be required to submit a new budget for an accurate cost breakdown in the current market. Additionally, this round of funding there is less available monies, and the max award request has decreased.

Please note that indirect costs are not permitted for small purchases.

If you have additional notes to add to your budget summary, you may do so in the text box below.

Budget-Template-Small-Capital-Purchases (2) (1).xlsx

## Other Funding Sources\*

Please describe any other funding not already mentioned that your organization has applied for or obtained for this purchase.

This includes but is not limited to Community Block Development Grants (CBDG), local government grants (including Tourist Development Council funding), foundation grants, and private donors (you do not need to disclose donor identities but simply indicate the amount raised for this purchase). This includes any matching grants or in-kind contributions you may have obtained.

**Please be sure these other funding sources are represented in the "Applicant Match" column in the budget summary uploaded above.**

NA

## Changes in Operating Costs\*

Please answer this question based on the descriptions below:

- If this project **increases** ongoing operational costs (programmatic, operating maintenance or other costs), how will you compensate for the difference?
- If this purchase **decreases** ongoing operating costs, how will it do so?
- If this purchase **does not affect** operating costs, please note so below.

This purchase does not affect operating costs.

## Corrective and Investigative Action/Grant Recall

In the past three (3) years, has your organization or any affiliated parties with your organization had any of the following occur:

1. Been under legal investigation by a local, state, or federal institution?
2. Been placed on a corrective action plan by a funder?

3. Had grant funding recalled by a funder?

If yes, please describe the investigation, corrective action plan and/or grant recall, and the current status of such incidents. You may upload a PDF file to support your answer if necessary.

If no, write "N/A"

NA

## Insurance Requirements

### Evidence of Insurance Coverage\*

Grantees of the ARPA Nonprofit Capital Project Fund will be required to maintain appropriate insurance related to your operations and this purchase. PCF will determine whether this coverage is appropriate.

Please upload evidence of insurance.

**If your organization does not have evidence of insurance coverage, please provide an explanation as to why.**

[COI] 22-23 Liability - Enterprise Holdings, Inc., its subsidiaries & affiliates.pdf

### Insurance Requirement\*

**If you are awarded a contract from the ARPA Nonprofit Capital Project Fund, you may be required to list Pinellas Community Foundation as an additional insured through your general liability insurance or other appropriate coverages for the duration of the contract. If you would like to check with your insurance carrier on how to do this, here is the information about PCF you will need:**

Pinellas Community Foundation  
17755 US Highway 19 N  
Suite 150  
Clearwater, FL 33764  
727-531-0058

**Please check the box below to indicate that you understand and will be able to comply with this requirement if you are awarded a contract.**

**PCF will not ask for a certificate naming us as additional insured until the contracting stage.**

Yes, I understand and will comply with this requirement if awarded a contract.

## *Organization Documentation*

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**Please reach out to PCF staff if you have trouble uploading the files below. We are able to assist with file conversion and file compression.**

### **Organization Budget\***

Please upload your most recent, board-approved organizational budget for this fiscal year. PDF and Excel documents are accepted.

Consolidated VOA Budget FY23 without 909,910,911.pdf

### **Board of Directors List\***

Please upload your Board of Directors list.

Excel, Word, and PDF file formats are accepted.

Board of Directors 02-22-2022.pdf

### **IRS Form 990\***

Please upload a PDF copy of your most recently submitted IRS Form 990.

**If Form 990 from your most recent fiscal year is delayed or you have received an extension, please explain in the text space below. You may also explain if you don't have a Form 990 due to organization type.** You should still upload the most recent publicly available 990.

If you file a Form 990-EZ and do not have anything to attach, please note so below.

Only PDF files are permitted.

VOA Florida FY2021 - DO NOT FILE.pdf

### **Most Recent Financial Statements\***

Upload a PDF version of your most recent financial statements. If you have audited financial statements, please upload the most recently conducted audit. If you do not have a recent audit, please explain why.

VOA Combined Financial Statements 6-30-2021.pdf

## *Post-Grant Requirements*

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### **Reporting Requirements Acknowledgment\***

Grantees will be required to submit a pre-award agreement within two weeks of receiving an award notice. In addition, grantees will be required to submit a report within 30 days after the purchase is completed.

Financial information justifying all expenditures will also need to be provided. This includes but is not limited to:

- Invoices
- Canceled checks
- Credit card statements, along with a record of paying the credit card.

If you have any questions, please contact Rose Cervantes, ARPA Program Officer at rcervantes@pinellascf.org.

Yes, I agree to submit this grant agreement and impact report within the specified timeframes.

## *Additional Information*

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### **Additional Upload**

If you have something to share, you can upload it here in PDF format.

### **Anything else to share?**

Is there anything else that you would like Pinellas Community Foundation to know or other information your organization would like to share that isn't addressed elsewhere in this application?

## *Agreements*

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### **Affirmation of Application Materials\***

I hereby certify that, to the best of my knowledge, the provided information within this application is true and accurate.

Yes

### **Public Application and Grant Process\***

In order to maintain transparency for the use of public funding, PCF will publish all submitted funding requests, committee review meeting minutes, executed contracts, and reports to its website. This means your funding request in its entirety will be published. Please check the box below to indicate your understanding of this.

Yes, I understand.

Deanne Cornette

Volunteers of America of Florida Inc.

## Final Approval for Grant Award\*

The grantmaking process administered by PCF results in funding recommendations by an external committee using an objective, public rubric. Final approval of recommendations is made by the Pinellas Board of County Commissioners.

Yes, I understand.

## File Attachment Summary

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### *Applicant File Uploads*

- Tarpon Village Estimate March 23 Bid 1.pdf
- Tarpon Village Estimate March 23 Bid 2.pdf
- Tarpon Village Estimate March 23 Bid 3.pdf
- Budget-Template-Small-Capital-Purchases (2) (1).xlsx
- [COI] 22-23 Liability - Enterprise Holdings, Inc., its subsidiaries & affiliates.pdf
- Consolidated VOF Budget FY23 without 909,910,911.pdf
- Board of Directors 02-22-2022.pdf
- VOA Florida FY2021 - DO NOT FILE.pdf
- VOA Combined Financial Statements 6-30-2021.pdf

**APPENDIX 6 – Pre-Contract Information Form (including timeframe for deliverables/benchmarks) – Attached hereto**

