

L.A. Care Health Plan CalFresh Outreach Grant 2024  
**Request for Application**  
 10/12/23

**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 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, 2024 – December 31, 2024 up to \$150,000. Grant awards will range from \$100,000 - \$150,000.

Competitive projects will adhere to the following guidelines:

Grant award	Minimum # of CalFresh Applications	Minimum # of household case follow-up, SAR7 & RRR
\$100,000	500	240
\$125,000	625	300
\$150,000	750	360

**QUALIFICATIONS**

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

- 501(c)(3) nonprofit organization;
- Provide CalFresh outreach and application assistance;
- Serve households with low-incomes in Los Angeles County;
- Be in good standing with L.A. Care Health Plan and CAFB; and
- Submit a complete application by November 12, 2023 at 11:59pm

## **APPLICATION SUBMISSION**

Applications must be received by 11:59pm on **Sunday November 12, 2023**, at:  
[https://cafb.formstack.com/forms/la\\_care\\_cfo\\_grant](https://cafb.formstack.com/forms/la_care_cfo_grant)

Please upload the following documents to submit your application:

1. Application Narrative
2. Scope of Work & Budget
3. 501(c)(3) letter
4. Most recent audit

## **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; or
- "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 2024. The final payment (25%) will occur after successful completion of the third report, expected around November 2024.

## **INFORMATION SESSION**

CAFB will host an information session on **October 18, 2023 from 10-11am** 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 before the session to receive the document with the Q&A after the session. To be fair to all applicants, questions will only be addressed during the information session. Attendance is not required to be considered for funding.

**Registration:** <https://us02web.zoom.us/meeting/register/tZlpce2srj0sGtURxpgS0Svypmu5qwP0BmYZ#/registration>

## **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 L.A. Care Health Plan representatives.

Applications will be scored using the following criteria.

SCORING CATEGORY	PERCENT OF 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

## **GRANT 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, 2024 for activities conducted between Jan 1 - March 31, 2024
- July 15, 2024 for activities conducted between Apr 1 - June 30, 2024
- Oct 15, 2024 for activities conducted between Jul 1 - Sept 30, 2024
- Jan 15, 2025 for activities conducted between Oct 1 – Dec 31, 2024

## **KEY DATES**

Release of RFA	October 12, 2023
Last day to submit questions for the information session – via email	4pm on October 17, 2023
Information session – via zoom	October 18, 2023 from 10-11am
Application submission deadline	11:59pm on November 12, 2023
Evaluation and selection process	November 2023
Award notification – via email	December 2023
Grant period begins	January 1, 2024
Grant kick-off meeting – in-person	January 11, 2024, 10am-11am