

ARPA Eligibility Requirements

To be eligible to apply for an ARPA grant:

- Nonprofits must provide services and be located in the City of Flagstaff.
- Have faced significant challenges due to the COVID-19 pandemic's increased demand for services and changing operational needs, as well as declines in revenue sources such as donations and fees.
- Nonprofits eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of "nonprofit," specifically those that are 501(c)(3) or 501(c)(19) tax exempt organizations.
- Have an active SAM registration showing the organization's UEI and the SAM registration expiration date.
- Provide services in one of the following focus areas.
 - **Aid to Nonprofits:**
 - Food
 - Other supports
 - **Education Assistance**
 - Early Learning

In addition to addressing one or more of the services/activities above, in order to be eligible for UWNA funding, an organization must:

- Be located in and serving residents of The City of Flagstaff.
- Have current not-for-profit status (501(c)3), for more than two (2) years.
- File an IRS form 990, including schedule A or 990 EZ, or can document the circumstances under which the 990 filing is waived.
- Be incorporated or chartered under appropriate local, state, or federal statutes.
- Abide by federal and state laws regarding non-discrimination and anti-terrorism.
- Have an active, preferably locally based, volunteer board or elected body that meets regularly, makes policy decisions, and holds election of officers.
- Have an administrative structure with defined lines of responsibility, a mission statement, and bylaws.
- Submit a current annual audit (\$500,000 or above), financial review (\$200,000 - \$499,999), or the most-recent Board-approved Fiscal Year-End Statement of Financial Position and Statement of Activity comparative to the previous year (\$199,999 or below), depending upon the organization's total revenue.
- Submit an organizational chart and list of internal controls.
- Provide a current budget for the entire organization.

- Have current licenses, certifications, and/or permits, if applicable.

Grant Range

Funding Ranges

- Early Education - must request a minimum of at least \$25,000
- Food / Basic Needs - \$25,000 (It is projected that based on the amount of funding, all grants distributed through this RFP will be in the amount of \$10,000 to \$25,000. Based on availability of funds and the number of applications received, award amounts could be subject to change .)
- Funding must be used for expenses accrued between January 1, 2022 and December 31, 2023.