Connecting the Dots: *Finding Government Funding For Your Organization*

CityofSanDiego #IABHelpingSD

The City of **SAN DIEGO**

International Affairs Board

Hilda Mwangi

October 30, 2019

Thank You

- Jordan Marks
- Mary Abad, Kenia Zamarripa, Bob Morris, Andre Kwan
- Fabienne Perlov & Chandler Martin
- Dr. Joel Day, Bruce Abrams, Chantai Bradford
- The International Affairs Board
- Mayor Kevin Faulconer and The City of San Diego
- City Councilmembers
- Our Federal, State, and Local Legislators
- Sandwich Emporium, Corner Bakery, Magna Carta Wealth & Prime Lending, Oscar Urteaga for the reception foods

The City of









Our Vision and Mission

Vision Statement

• Enhancing San Diego's Global Identity

Mission Statement

- The International Affairs Board seeks to:
 - promote San Diego's global identity,
 - encourage cultural connections,
 - cultivate international economic competitiveness,
 - and advise the Mayor and City Council on ways that international issues and policies impact San Diego.





Board

- Bruce Abrams, Chairman
- Mary Abad
- Valerie Attisha
- Melissa Floca
- Andre Kwan
- Mark Leo
- Jordan Marks



- Chandler Martin (Chair, Communications Committee)
- Bob Morris
- Hilda Mwangi (Chair, Economic Development Committee)
- Fabienne Perlov (Chair, Outreach Committee)
- Oscar Urteaga
- Caroleen Williams
- Kenia Zamarripa







UC San Diego

BBVA Compass









SAN DIEGO DIPLOMACY COUNCIL











Connecting, Supporting, Empowering

- 2019: What is our value-add to the City of SD and its citizens?
 - Connecting international organizations and initiatives to government resources;
 - **Supporting** our community and businesses' global identity, and ensuring they have the resources to thrive and prosper
 - Being a voice to the global citizens of SD
 - **Empowering** our global citizens to be proactive and engaged in civic leadership and service





How can you engage with us?

- Attend our meetings
 - Meetings are posted on the City of San Diego's main website
 - Currently 2nd Wednesday of each even month
- Apply for vacant positions within our board and others
- Engage with the City of SD on Facebook and Twitter
- Stay for our October meeting at 6 p.m. featuring presentations from Councilmember Chris Cate (D6) & Honorary Consul to the Philippines, Audie de Castro





Contact

Email:

SDOffice of Boards-Commission Boards-Commissions@sandiego.gov





Thank You!





Partnering with the City: Overview of Funding Opportunities

City Council Offices Commission for Arts and Culture Economic Development Department

https://www.sandiego.gov/economic-development/nonprofit-programs





Presenters

- City Council Offices
 - Lori Witzel, Director, Council Administration
- Economic Development Department
 - Meredith Dibden Brown, Community Development Coordinator
 - Stacy Calderon, Community Development Specialist
- Commission for Arts and Culture
 - o Leticia Gomez Franco, Interim Senior Arts & Culture Funding Manager



City Funding

- Multiple funding programs
- Similar requirements and processes
- Funding supports City's Strategic Plan, Mission and Vision

Mission

To effectively serve and support our communities



A world-class city for all

The City of San Diego Strategic Plan

Types of City Grants

Community Projects, Programs & Services City Council Offices Arts, Culture & Community Festivals Community Development Block Grant Economic Development Funding **Economic Development Department** Small Business Enhancement Transient Occupancy Tax Commission for Arts and Culture Funding Commission for Arts and Culture



Two-Phase Process



Is the applicant organization ready to contract with the City of San Diego? What programs and services are proposed that align with the City's goals?

General Organization Requirements



sandiego.gov



Organization General Insurance Requirements

<u>Commercial General</u> <u>Liability</u>

Limits: minimum **\$1,000,000** per occurrence

Annual Aggregate: minimum **\$2,000,000** Automobile Liability (Any Auto or Hired & Non-

Owned Autos)

Limits: minimum **\$1,000,000** per occurrence

Annual Aggregate: minimum **\$2,000,000** Worker's Compensation

(for paid employees or independent contractors)

Limits: minimum **\$1,000,000**

City of San Diego – an Additional Insured

Waiver of Subrogation



Check Out the New City Nonprofit Programs Webpage!

https://www.sandiego.gov/economic-development/nonprofit-programs

+



City of San Diego Nonprofit Programs



Funding Opportunities

The City of San Diego offers several funding opportunities for nonprofit organizations each year through an annual process consisting of a Request for Qualifications (RFQ) and a competitive Request for Proposals (RFP). Please note funding cycles and requirements may vary by program. Stay updated on opportunities and deadlines by checking out each funding program's website.

City Council Offices (Arts, Culture and Community Festivals & Community Projects, Programs and Services)

Contact Information Economic Development 619-236-6700 sdbusiness@sandiego.gov

- Funding Opportunities
- General Requirements
- Nonprofit Capacity Building

Programs





Funding Opportunities



sandiego.gov

Partnering with the City: City Council Offices

Community Projects, Programs and Services (CPPS) and Arts, Culture and Community Festivals (ACCF) Funding Programs





Community Projects, Programs and Services (CPPS) Funding Program Background

- Community Projects, Programs, and Services (CPPS) is a division in each Council Office. The funding level for each City Council Office's CPPS division is based on estimated savings achieved from the previous fiscal year-end operating budget.
- These funds are governed by Council Policy 100-06.
- CPPS funding is awarded to non-profit organizations and public agencies for projects, programs, and services that provide a one-time social, environmental, cultural, or recreational community need.





Arts, Culture and Community Festivals (ACCF) Funding Program Background

- Typically, each Council Office is awarded \$40,000 of ACCF Funding each fiscal year.
- ACCF Funding may be awarded to non-profit organizations and public agencies that enrich the community by providing access to local culture and the arts for residents and visitors of San Diego.
- Organizations with a FY20 Commission for Arts & Culture OSP/CCSD contract are ineligible to apply for the Council Office ACCF Funding Program; additional funding can be awarded by the Council Office to augment existing Commission for Arts and Culture TOT contracts.
- ACCF Funding Program is governed by <u>Council Policy 100-23</u>.







CPPS/ACCF Funding Program

Program Reminders & Council Policy Review

- Project/program/service must serve a lawful public purpose and be open and cost-free to the public.
- CPPS/ACCF funds cannot be used for food, beverages, travel, private purposes, political, religious, or fundraising activities.
- CPPS/ACCF funds should be considered a one-time resource.
- Project/program/service must occur within the fiscal year.
- CPPS/ACCF funds are paid on a <u>reimbursement</u> basis only.
- Funding awards are at the discretion of each Council Office.
- FY 21 Request for Qualifications will open July 1, 2020 through September 25, 2020.
- Allocations are typically between \$5,000 \$10,000 for direct services.







<u>FY19 Council Office Funding Summary</u>

Contracts:

Memos:

Total CPPS Funds Expended: \$963,521

Total ACCF Funds Expended: \$360,000

\$57.000 Allocated

• \$303,000 Allocated

50 OSP/CCSD

• **10** Programs, Projects, & Services

\$2,000 - \$15,000 Award Range

\$1,000 - \$38,000 Transfer Range

- Contracts:
 - **117** Programs, Projects, & Services
 - **\$660,970** Allocated
 - \$1,000 \$38,5000 Award Range
- Memos:
 - **28** City Projects
 - \$302,551 Allocated
 - **\$473 \$140,000** Transfer Range

LTTTLE





CPPS/ACCF Funding Program

Examples

<u>CPPS Projects/Programs/Services</u> **Burn Institute**: Senior Smoke Alarm Program (\$6,145) **GRID Alternatives**: Energy for All Program (\$8,000) **I Love a Clean San Diego**: Rose Creek and Tecolote Canyon Cleanups (\$6,000) **Voices for Children**: Court Appointed Special Advocate (CASA) Program (\$5,500 **YMCA, Border View Branch**: Teen Computer Lab (\$10,000)

ACCF Projects/Programs/Services

Alliance for Quality Education: D6 Night Market
Gaslamp Quarter Association: Gaslamp Holiday Pet Parade
Point Loma Summer Concerts: Point Loma Summer Concerts (\$10,000)
Spirit of the Fourth, Inc.: Old Fashioned Independence Day Festival (\$6,250)

*Previous funding on website- *Funding Allocations*

*Please contact Council Administration directly to discuss organization-specific questions or concerns





To Learn More

- Council Offices → <u>https://www.sandiego.gov/citycouncil</u>
- CPPS Funding Program→ <u>https://www.sandiego.gov/citycouncil/cpps</u>
- ACCF Funding Program → https://www.sandiego.gov/citycouncil/accf
- **Office Hours**→ By Appointment (*phone or in-person*)
- Join our email list to get updates!

Contact Us: Council Administration

Submit CPPS questions to <u>CPPS@sandiego.gov</u> Submit ACCF questions to <u>ACCF@sandiego.gov</u>

Lori Witzel Director of Council Administration <u>LWitzel@sandiego.gov</u> (619) 236-6442 Courtney Thomson Grants Coordinator/Contracts Administrator <u>ThomsonC@sandiego.gov</u> (619) 236-5918 Jasmine Mallen Grants & Contracts Analyst Jmallen@sandiego.gov (619) 533-4762



Partnering with the City: Economic Development Department

Community Development Block Grant Economic Development Funding









Community Development Block Grants (CDBG)

<u>Primary Objective</u>: Improve living environment, expand economic opportunities, and provide decent housing for <u>low- and moderate-income residents and areas</u>

 Federal entitlement program established by Housing & Community Development Act of 1974

• Regulations found in 24 CFR Part 570





Eligibility and National Objectives



sandiego.gov

Public Services

Minimum Allocation \$50,000



Left: **Mama's Kitchen –** Meal Service Below: **Reality Changers –** Youth College Prep



sandiego.gov

Public Services: Small/Emerging Organizations

Minimum **\$TBD** Allocation

Wave Academy – Therapy for Veterans





Community/Economic Development

Minimum **\$50,000** Allocation



Acción San Diego – business client (Wild Island Collective)



Nonprofit CIP & Multifamily Housing Rehabilitation

Minimum Allocation

\$100,000

Far Right: La Maestra CT Scanning Suite Rehabilitation Below: Jacobs Center for Neighborhood Innovation Chollas Creek Restoration





Single-Family Housing Rehabilitation

Minimum **\$100,000** Allocation

Below: San Diego Habitat for Humanity Home Roof Rehabilitation





Sustainability

Minimum Allocation

\$100,000

GRID Alternatives Rooftop Solar Installation





Economic Development (ED) Funding

Small Business Enhancement Program (SBEP) – Council Policy 900-15 Microdistricts & Citywide

Transient Occupancy Tax (TOT) – Council Policy 100-03 Economic Development & Tourism Support & Citywide Economic Development

Allocate SBEP and TOT funding to eligible nonprofits to effectively and efficiently further the goals of the City's Economic Development Strategy including the Economic Prosperity Element of the City's General Plan.

Nonprofit Mission and Funding Goals Alignment

<u>Goal A</u>

Creates, retains and/or expands small businesses with a neighborhood-based focus (excluding Business Improvement Districts)

- Aligns with SBEP Microdistricts -

Goal B

Creates, retains and/or expands nonbase-sector small businesses by offering a program to small businesses Citywide (not focused on specific commercial neighborhoods)

- Aligns with SBEP Citywide -

<u>Goal C</u>

Promotes the City of San Diego as a visitor destination, enhancing the Tourism base sector

<u>Goal D</u>

Enhance San Diego's economic standing and reputation as a Smart City and a center for innovation, entrepreneurship and technology development for base-sector businesses

SBEP Funds

TOT Funds

sandiego.gov
s Partnering with the City

Sample Programs/Projects and Funding

SBEP Microdistrict (\$3,000 to \$10,000):

Business training, website development, banners and design elements, marketing programs

SBEP Citywide (\$10,000 to \$24,000):

Technical assistance - intellectual property protection, public sector contracting, veteran business development, resource center

TOT EDTS & Citywide (\$20,000 to \$40,000):

Incubators, technical assistance - venture capital development, export assistance, foreign direct investment, out-of-area marketing, visitor marketing and services







Contact us!

Economic Development Department

e: <u>CDBG@sandiego.gov</u> | e: <u>SDBusiness@sandiego.gov</u>

Stacy Calderon

Community Development Project Manager Community Economic Development e: <u>SMCalderon@sandiego.gov</u> p: 619-236-6941

ED Funding Manager

Business Expansion, Attraction & Retention e: <u>SDBusiness@sandiego.gov</u> P: 619-236-6700

Partnering with the City

Funding Opportunities: Commission for Arts and Culture





Organizational Support Program (OSP)

Provides general operating support with an emphasis on the delivery of programs and services that impact San Diego's quality of life and tourism.

OSP allows for:

- General operating support for arts and culture nonprofits
- Types of applicants: Theaters, Museums, Dance, Music, Heritage and Cultural, Arts Service Organization, etc.
- Delivery of arts and culture programs and services that engage residents and visitors
- Impact on San Diego's quality of life and tourism
- Minimum award: \$5,000



s Partnering with the City – Commission for Arts and Culture

Creative Communities San Diego (CCSD)

Provides sponsorship for projects, such as community-based festivals, parades, and celebrations that promote neighborhood pride and community reinvestment.

CCSD allows for:

- Project specific support for nonprofits
- Types of projects: Festivals, parades, and celebrations
- Arts and culture activities more available and accessible in neighborhoods
- Allows projects via Fiscal Sponsorships
- Minimum Award: \$5,000



Solution Partnering with the City – Commission for Arts and Culture



The City of San Diego's fiscal year runs from July 1 to June 30.

S Partnering with the City – Commission for Arts and Culture

Commission for Arts & Culture Funding Programs

Contact:

Leticia Gomez Franco Interim Senior Arts and Culture Funding Manager <u>GomezL@sandiego.gov</u> 619-236-6778

www.sandiego.gov/arts-culture/funding





Questions?

sandiego.gov



NEIGHBORHOOD REINVESTMENT PROGRAM & COMMUNITY ENHANCEMENT

COUNTY OF SAN DIEGO DISTRICT 1

KHEA POLLARD, POLICY ADVISOR

THE GRANT PROGRAMS

Neighborhood Reinvestment Program

Community Enhancement Program

NRP

The Neighborhood Reinvestment program provides funding to community organizations for public purposes at the regional and community levels throughout San Diego County. Recommendations for allocations are made throughout the year by individual Board members subject to approval by the Board as a whole.

CE

The Community Enhancement Program is funded by a set percent of Transient Occupancy Tax (TOT) revenues. The goal of the Community Enhancement Program is to stimulate tourism, promote the economy, create jobs, and/or a better quality of life. Applications are accepted Jan. 1 – March 1. Recommendations for allocations by individual Board members are made in June. All are subject to approval by the full Board of Supervisors.





NRP

- Types of Non-Profit and public agency projects funded FY 2018-2019.
- Note that this program is aimed to fund hard costs, one-time charges, and capital projects. Expenses that produce easy receipts are recommended to keep track of how the grant is used.
- Each grant has 12 months to be utilized. Paperwork demonstrating the use of funds is collected at the end of this period.

1050



NRP DOCUMENTATION REQUIRED

In addition to the application, we will need the following accompanying documents



1. Cover letter

- a. History of organization and project for which funds are requested
- b. Cost estimate for the project
- c. Statement regarding whether any applications have been submitted to other districts
- d. Statement that the org agrees to spend funds within 12 months of receiving an award

2. CA Attorney General current/exempt screenshot





- 3. CA Secretary of State active status screenshot
- 4. Copy of IRS letter confirming non-profit status
- 5. Pages 1-8 of your most recent IRS form 990, pages 1-3 of 990EZ, or (for orgs with gross receipts of less than \$50k) your 990N epostcard.
- 6. On the application, the Board Resolution Sheet must be mailed with actual ink signatures





Sample Timeline

Contact our office to share the idea or project		Submit your application		Staff briefs the Supervisor		If considered, your request goes before the Board of Supervisors		Complete the terms and agreement of the grant and its purpose		Payback any unused or incompatible use funds	
	Ask any questions you may have on the process or paperwork needed		Staff reviews application and documents based on policy requirements		Supervisor awards grants throughout the year, awarding a few at a time		Once officially awarded the Office of Financial Planning reaches out		Report in for the needed paperwork showing how the money was spent		

CE

- Types of Non-Profit and Government group projects funded FY 2018-2019.
- Note that this program is aimed to fund events, economic boosting activities, and educational opportunities. Hard and Soft costs.
- CE can fund soft costs such as operational expenses and personnel
- CE is for opportunities that promote our region and gather people as it is based on the Transient Occupancy Tax (TOT)

1050

Supervisor Cox Community Enhancement Program



CE DOCUMENTATION REQUIRED





The Community Enhancement Program for Fiscal Year 2019/2020 is now closed. Community Enhancement Program for Fiscal Year 2020/2021 will begin accepting submissions starting January 1, 2020.



Grant Expenditure Documents

What is included in the grant expenditure documents?

- County forms filled out and signed by organization
- Cover letter
- Invoices
- Bank statements
- Copies of checks
- Credit card statements
- Other forms of supporting documentation which detail evidence of purchases that align with the grant purpose



Example questions

A 501(c)3 non-profit which serves youth in San Diego wants to hire a new temporary worker to help during an after school program. Which County grant program would be appropriate for this organization to apply to and when should they apply?

Under board policy B-72, NRP cannot support ongoing expenditures like personnel costs. This organization should apply to CE .

A community center is seeking to renovate and expand its kitchen that it uses to feed the hungry so more people can be served. Which County grant program would be appropriate for this organization to apply to and when should they apply?

It depends on when the organization would like their kitchen remodeled.

This is an eligible project for both CE and NRP, however the end goal of the project may determine which is a better fit.





Thank you



Gregcox.com



Tidelands Activation Program

Terrie Eichholz Project Manager







Tidelands Activation Program



Port of San Diego Jurisdiction

 Σ

34 miles of waterfront

2,403 acres of land

3,535 acres of water



Board of Port Commissioners



Garry Bonelli Chairman Coronado



Ann Moore Vice Chair Chula Vista



Michael Zucchet Secretary San Diego



Rafael Castellanos San Diego



Dan Malcolm Imperial Beach



Marshall Merrifield San Diego



Dukie Valderrama National City



Port of San Diego Mission





Tidelands Activation Program

extraordinary experiences





Annual grant initiative that provides funding and/or services for events that engage the community and inspire visitors to enjoy San Diego Bay.

extraordinary experiences





Types of TAP Events Community and Signature

• extraordinary experiences





Community TAP Events

TAP events with an emphasis on attracting the public to tidelands to recreate and educate the public regarding the Port's mission.

extraordinary experiences





Signature TAP Events

TAP events that give title sponsorship (or similarly valuable consideration), attract large numbers, generate significant documented financial impact, marketing value, and/or promotional return to Port.

→ extraordinary experiences





Types of TAP Sponsorships Funding and Services

extraordinary experiences





FY20 TAP

Port of San Diego Awards

extraordinary experiences





FY20 TAP 68 Events \$430,200 Funding | \$1,093,887 Services

→ extraordinary experiences





TAP Application Review Process

- Port Staff
- Tidelands Activation Program
 Advisory Committee
- Board of Port Commissioners

extraordinary experiences





REVIEW CRITERIA

Ability of the Event to:

- Attract diverse visitors to Tidelands
- Foster relationships between the Port and its stakeholders
- Provide a desirable attraction that is rare or unique
- Provide opportunities to educate
 the public & stakeholders
- Promote one or more mission areas
- Become self-sustaining through broad support and sustainable funding





FY21 TAP

Tidelands Activation Program Waterfront Arts & Activation

extraordinary experiences



1

Application Submittal

F.S

Mid-November 2019 to January 8, 2020

Application Evaluations

January to Mid-March 2020

2

TAPAC Review

March 2020

BPC Action

4

April 2020





Tidelands Activation Program

Register via Port website at portofsandiego.org




Register for TAP FY21 via Port website portofsandiego.org Deadline: January 8, 2020 – 5 PM PST

Tap@portofsandiego.org

Terrie Eichholz Project Manager



More Grant Resources

THE CITY OF SAN DIEGO- GOVERNMENT AFFAIRS DEPARTMENT

It's nice to meet you!

► Hi I'm Lisa!

- ▶ I am in a new position in Government Affairs in the Mayor's Office
- My goals are:
 - ► To help the City be more competitive and win more grants
 - ► To assist City departments with developing and submitting their grants
 - ► To connect with and assist potential partners in collaborating on City projects
 - ► To ultimately bring more resources to benefit City constituents
 - My direct number is: 619-236-6902

Our Top Priorities

- Climate Action
- Homelessness
- Housing
- Transportation
- ► Infrastructure/Streets

Climate Investment Opportunities

- Prop 68 Funding is available through many channels
- California Natural Resources Agency
- http://resources.ca.gov/grants/
- Ocean Protection Council
- Housing and Community Development
- And many others

Letters of Support

- We're happy to support projects within the City that advance projects that benefit our constituents and also help the City meet its goals
- Please make sure to submit requests ASAP since we require at least 2 weeks' notice for processing
- You can contact Lisa Garcia 619-236-6902 or LLGarcia@sandiego.gov

Letter of Support Process

City of San Diego Grants Letter of Support Request Process



DGA – Department of Government Affairs Lisa Garcia LLGarcia@sandiego.gov (619) 236-6902

Letter of Support Process Cont.



CITY OF SAN DIEGO GRANTS LETTER OF SUPPORT REQUEST FORM

- City department or outside entity requesting LOS:
- 2) LOS Requestor main contact's name, email, and phone number:
- Funding source:
- 4) Grant application due date:
- 5) LOS due date: (All City LOS require a minimum two-week notice)
- Description of program/project:
- 7) Why is it important that the City support this project?
- 8) What benefit is the program/project to San Diego communities?
- 9) Please attach draft LOS

Please send completed form and draft LOS to the Department of Government Affairs Grants Coordinator Lisa Garcia at LLGarcia@sandiego.gov



Relationships



Laura Deitrick, PhD. Associate Director, The Nonprofit Institute







Accelerating Nonprofit Success and Sustainability





The Nonprofit Institute – Services

Leadership Development

Coaching and cohort-based leadership education

Research

Nonprofit and philanthropy data, trends analysis, and program design/evaluation

Graduate degrees and certificates in nonprofit leadership and management, policy advocacy, and arts and culture leadership

YOrganizational Effectiveness

Professional development, strategy development, program management, and board development

Training and Networking

Board governance, nonprofit management, peer-to-peer roundtables and forums City of San Diego Nonprofit Academy

Accelerating Nonprofit Success and Sustainability

Community Innovation Institute

City of San Diego Nonprofit Academy

Workshop Series Nonprofit Accelerator Program Board Leadership Series



Why Nonprofit Academy?

- Diversify the nonprofits with which the City contracts for services in order to broaden the reach of public dollars and services to customers
- Increase the quantity of nonprofits that apply to do business with the City, so that the pool of candidates is more commensurate with the diversity of the San Diego marketplace and customer demographics.
- Improve the average score or rank of each pool of nonprofits that apply to do business with the City
- Promote the values of Integrity, Service, People, and Excellence articulated in the City's Strategic Plan





Thank You!



#IABHelpingSD

