



PINELLAS
Community
Foundation

Giving Humanity a Hand Since 1969

ARPA Nonprofit Capital Project Fund

Program Design Overview

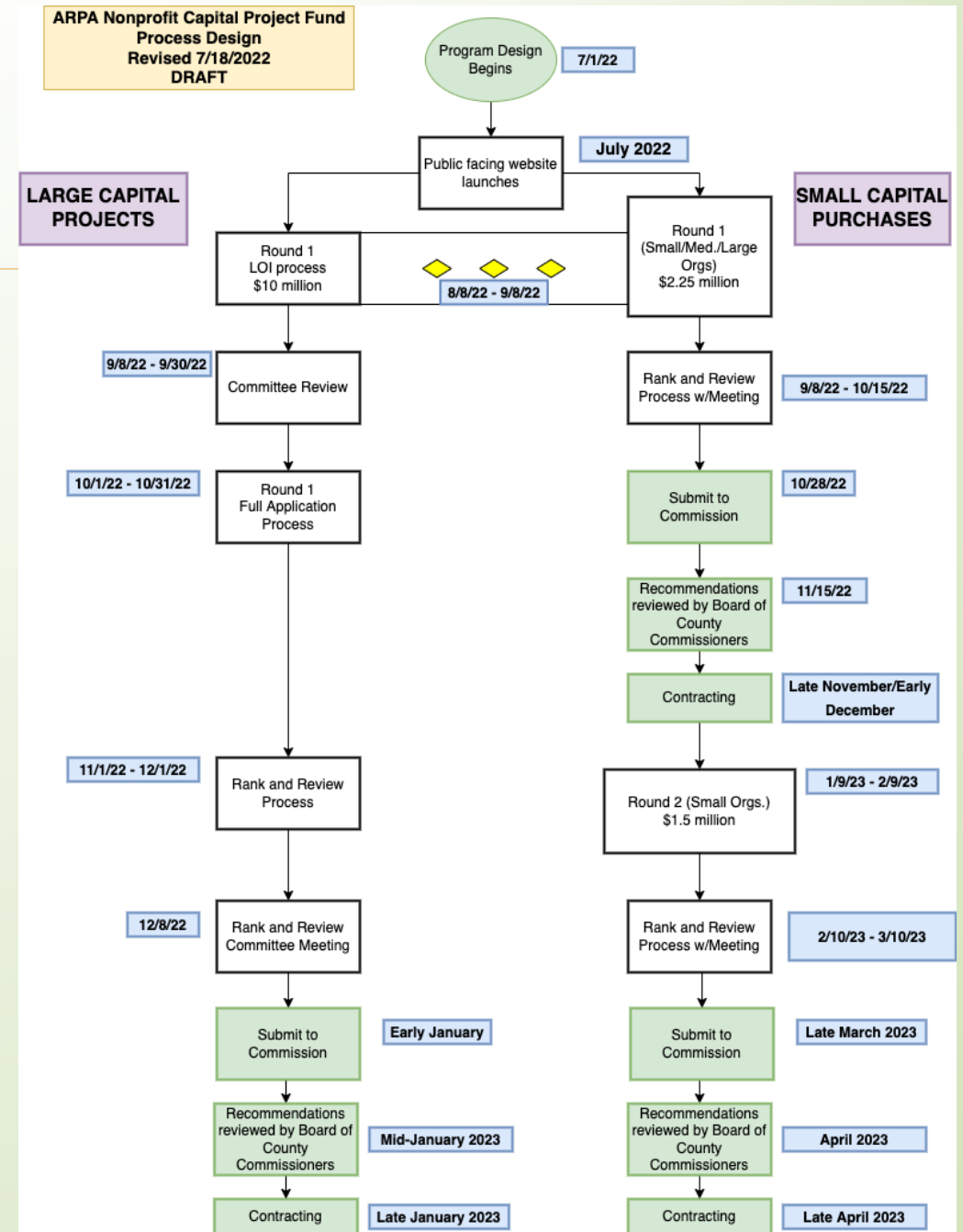


APPLICATION PROCESS

- Small Capital Purchases
 - Purchases and installation of a capital asset with a useful life of at least five years under \$200,000
 - Examples: vehicle, computer hardware, fixtures such as industrial refrigeration units, and solar panels
 - First round will be open to organizations of all sizes
 - Second round will only be open to organizations with budgets under \$500,000
- Large Capital Projects
 - Acquisitions of and modifications to real property
 - Begins with Letter of Intent, which will help set overall budget and determine most feasible projects based on available funding and timeline
 - Organizations will have 30 days to submit an LOI, and 30 days to submit a full proposal if their LOI is approved
 - No floor to request amount, \$5 million ceiling; 5% admin fee allowed
- ***These processes will run concurrently***

TIMELINE

- Aiming to launch small purchase application and large project letter-of-intent in early August
- Actual acquisition of small purchases would start in late November
- Majority of funding aimed to be obligated by end of 2022
- Any remaining funds would be obligated in a future round
- Recommendations to BCC happen in November, January, and April



ELIGIBILITY

- 501(c)(3) public charities with tax-exempt status AND program operation for at least one year at the date of application
 - Those with a longer history of serving the community will be prioritized
- Must offer programming in Pinellas County that serves Pinellas residents
 - Capital purchase(s) must be put into service in Pinellas 100% of the time
- Must be able to demonstrate an unremedied, negative financial impact from the pandemic
 - Examples: fundraising revenue loss, increased service demand, reduced administrative capacity, reduced service delivery, employee layoffs, or reductions in grant revenue
- Organizations whose function was specifically aided through other ARPA funding streams (i.e. public schools, universities, hospitals) are not eligible to apply
- Government entities and their affiliated institutions (i.e. libraries) are not eligible to apply

DECISION-MAKING PROCESS

- Small Capital Purchases
 - Committee composed of qualified community members will make funding recommendations
- Large Capital Projects
 - Qualified community members, along with county representation, will constitute a committee to determine feasibility for LOI process
 - Committee composed of qualified community members will make funding recommendations
- All applications, decisions, and meetings will be made public
- ***Proper Communication Channels:*** all communications regarding this process until final recommendations have been made by PCF to the County Commission should only be directed to ARPA staff at PCF
 - Response templates will be provided to the Commission to aid constituents in contacting PCF
 - Not following proper communication channels will cause a project to be disqualified

REVIEW COMMITTEES

- PCF is in the process of assembling decision committees
- Committees will make decisions for both the Small and Large capital grantmaking tracks
- Diversity will be based on identity, lived experience, location in Pinellas County (north/central/south), education, and industry
- Pinellas CARES Nonprofit Partnership Fund had the following committee composition:
 - Community Leader/Former Elected Official
 - Pinellas County Staff (2)
 - Local private nonprofit funder (3)
 - Nonprofit organization representative
 - Retired bank officer/community leader
 - Faith Leader (2)
 - Retired assistant county administrator
 - Local government funder
 - Business and community leader



ARPA Nonprofit Capital
Project Fund will follow
a similar composition

SMALL CAPITAL PURCHASES CRITERIA

- Strength, longevity, and viability of purchase
- Alignment between organization mission/objectives and grant request
- Clear demonstration of economic harm from the pandemic
 - Strongest applications will demonstrate harm to both the organization and the clients served
- Geographic service area (prioritizing Qualified Census Tracts)
- Representation within the organization from the communities it serves
- Size/content of request proportional to both the organization's budget and the benefits of the purchase
- How purchase helps organization sustain its mission and prepare for the future
- Ability to cover increased operating costs as a result of the project

LARGE CAPITAL PROJECTS CRITERIA

- Strength, longevity, and viability of project
- Organization has necessary leadership to successfully execute the project before ARPA deadline and according to proposed timeline
- Demonstration of appropriate attempts at securing other funding (relative to organization size/resources and size of the request)
- Representation within the organization from the communities it serves
- Demonstration of public benefit to the community AND a community-based mission
- Geographic service area (prioritizing Qualified Census Tracts)
- Mitigation of a pandemic harm
- How project helps organization sustain its mission and prepare for the future
- Ability to cover increased operating costs as a result of the project
- Matching funds, if available

MARKETING/TECHNICAL ASSISTANCE

- PCF aims to fulfill the equity objectives of ARPA by ensuring the most negatively impacted nonprofits are aware and can access this funding opportunity
- A mix of digital, print, and word-of-mouth marketing efforts will be used, along with community-based consultants
- Website will serve as centralized location for information regarding the Fund
 - Informational webinars will be hosted and recorded for applicants to watch
- Post-contract technical assistance regarding invoicing, spending, and compliance will be provided
- Foundation for a Healthy St. Petersburg has advertised a loan fund to help with reimbursement-based grants for nonprofits

PCF/PINELLAS COUNTY RELATIONSHIP

- PCF will provide draft language to County staff and Commissioners to help guide constituents and residents towards accurate information about the Fund
- PCF will collaborate with the County communications staff to ensure unified and efficient public messaging about both availability of funds and their successful usage
- Commissioners will be provided stories about program success and opportunities to engage with funded projects