**COMMUNITY GRANT PROGRAM (CGP)**

**REQUEST FOR INFORMATION (RFI) 2024**

**EXHIBIT B TO GRANT AGREEMENT**

The San Diego County District Attorney’s Community Grant Program (CGP) is issuing this Request for Information (RFI) to 2023 CGP applicants. The District Attorney’s Office will use this information to award a new cohort of CGP grantees and execute agreements for a 12 – month period from July 1, 2024, through June 30, 2025.

Interested applicants may respond to this RFI via electronic submittal in the Community Grant Program Portal no later than **05:00 PM (PST) on Wednesday, May 22, 2024.** **No exceptions will be made**.

Respondents must submit the RFI (Exhibit B) in Adobe PDF file format. Additional documents submitted as attachments will not be reviewed. Once documentation is uploaded and submitted, respondents will receive a confirmation email. If a confirmation email is not received, please email CommunityGrant@sdcda.org immediately.

It is the respondent’s responsibility to troubleshoot any technical issues before the due date and submit the required information via electronic submittal prior to **05:00 PM (PST) Wednesday, May 22, 2024.**

Should the Reviewing Committee have questions or require clarification on your submission, you will receive an email from CommunityGrant@sdcda.org. Please ensure the contact information listed below is accurate. If the Reviewing Committee does not receive a response within the allotted timeframe, the submitted documentation will not be reviewed.

The San Diego County District Attorney’s Office is committed to the equitable treatment of all applicants. For this reason, please **DIRECT ALL QUESTIONS TO THE COMMUNITY GRANT PROGRAM VIA EMAIL:** [**CommunityGrant@sdcda.org**](mailto:CommunityGrant@sdcda.org)

**RESPONDENTS WHO DIRECTLY REACH OUT TO DISTRICT ATTORNEY STAFF REGARDING THIS REQUEST FOR INFORMATION MAY BE DISQUALIFIED.**

Please note that all grant award recipients are required to attend a webinar on the Community Grant Program’s reporting requirements and reporting portal. The date will be provided to grantees on a future date.

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| **APPLICANT CONTACT INFORMATION** | |
| 1. Name of Organization/Business | Click or tap here to enter text. |
| 1. Street Address of Organization/Business | Click or tap here to enter text. |
| 1. Contact Name | Click or tap here to enter text. |
| 1. Contact Title | Click or tap here to enter text. |
| 1. Contact Phone Number | Click or tap here to enter text. |
| 1. Contact Email Address | Click or tap here to enter text. |
| 1. Authorized Representative Name   (*Person who is authorized to sign contracts and bind the organization to an agreement*) | Click or tap here to enter text. |
| 1. Authorized Representative Title | Click or tap here to enter text. |
| 1. Authorized Representative Email | Click or tap here to enter text. |
| 1. Authorized Representative Phone Number | Click or tap here to enter text. |
| 1. Enter the estimated number of unduplicated (new) individuals the proposed program/service will serve for the 12 – month term? | Total # of unduplicated (new) individuals:  Numeric Value Only:  Click or tap here to enter text. |
| 1. Enter the amount of grant funding requested. Respondents may request up to a maximum of $50,000. | $ Click or tap here to enter text. |
| **PROJECT INFORMATION** | |
| 1. **Current Capacity:** Is your organization currently able to execute the proposed program/service described in the previously submitted 2023 RFA - Exhibit A with an effective date of 07/01/2024? Select all that apply. | Yes  No – we no longer offer the program/service described.  No – we no longer have the adequate staff to successfully implement the program/service described.  No – Other |
| 1. If no was selected in response to question #13, please elaborate. | Click or tap here to enter text. |
| 1. **Grantee Service Plan:** Is your organization currently able to expand or enhance the proposed program/service described in the previously submitted 2023 RFA - Exhibit A? Please elaborate. | Click or tap here to enter text. |
| 1. **Sustainable Impact:** Has your organization identified long-term funding strategies to continue the proposed program/service beyond the CGP 12 – month period, please elaborate. | Click or tap here to enter text. |