GO-Biz

The Governor’s Office of Business and Economic Development (GO-Biz) serves as the State of California’s leader for job growth and economic development efforts. GO-Biz offers a range of services to business owners including: attraction, retention and expansion services, site selection, permit streamlining, clearing of regulatory hurdles, small business assistance, international trade development, assistance with state government, and much more.

For more information visit, [www.business.ca.gov](http://www.business.ca.gov).
AGENDA

• Overview of the California Community Reinvestment Grants Program Law
• Program Information
• How to Apply
• Application Components
• Questions & Answers
Per Proposition 64, GO-Biz, in consultation with the Labor and Workforce Development Agency and the State Department of Social Services, is to administer the program to local health departments and community-based nonprofit organizations for communities disproportionately affected by past federal and state drug policies, to support:

- Job placement
- Mental health treatment
- Substance use disorder treatment
- Legal services to address barriers to reentry
- Linkages to medical care
- System navigation services
## ALLOCATION OF FUNDING

Funding allocation in the first five fiscal years

<table>
<thead>
<tr>
<th>Fiscal Years</th>
<th>Amount of Funding Anticipated *dependent on received tax revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018 - 2019</td>
<td>$10 Million</td>
</tr>
<tr>
<td>2019 – 2020</td>
<td>$20 Million</td>
</tr>
<tr>
<td>2020 - 2021</td>
<td>$30 Million</td>
</tr>
<tr>
<td>2021 - 2022</td>
<td>$40 Million</td>
</tr>
<tr>
<td>2022 - 2023</td>
<td>$50 Million each year thereafter</td>
</tr>
</tbody>
</table>

- Awards granted annually, beginning no later than January 1, 2020
- At least 50% allocated to community-based nonprofit organizations
- 4% cap on administrative costs related to the Community Reinvestment Grants program implementation, administration, and oversight
## TIMELINE

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity and Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 22, 2019</td>
<td><strong>Grant Solicitation Release</strong>&lt;br&gt;The final Grant Solicitation Notice was released on this date and the online application is available at &lt;br&gt;<a href="http://www.business.ca.gov/CalCRG">www.business.ca.gov/CalCRG</a>.</td>
</tr>
<tr>
<td>April 30, 2019</td>
<td><strong>Technical Assistance Session</strong>&lt;br&gt;To assist applicants with questions about the application process and program requirements.</td>
</tr>
<tr>
<td>May 16, 2019</td>
<td><strong>Application Due Date</strong>&lt;br&gt;Applications must be submitted no later than 11:59pm on May 16, 2019.</td>
</tr>
<tr>
<td>May 17, 2019 – July 31, 2019*</td>
<td><strong>Grant Evaluation and Awards</strong>&lt;br&gt;GO-Biz will evaluate applications and award grants during this period.</td>
</tr>
<tr>
<td>August 1, 2019 – July 31, 2021*</td>
<td><strong>Grant Term</strong>&lt;br&gt;All grant funds must be expended no later than July 31, 2021.</td>
</tr>
</tbody>
</table>

*Dates are subject to change depending on volume of applications received.
PROGRAM INFORMATION
FUNDING AVAILABILITY & AWARDS

• Fiscal Year 2018 – 19: $9,600,000
• Grant Term: Two-year term Aug 2019 – Jul 2021
  – Single entity: Min $50,000 – Max $300,000
  – Collaboration: Min $100,000 – Max $650,000
    • Max allocation for any one organization in a collaboration: $350,000
• Funds may only be expended after the beginning of the grant term date
ELIGIBLE APPLICANTS

• Local Health Departments
  – 61 LHDs in California with an appointed Public Health Officer

• Community-based Nonprofit Organizations
COMMUNITY-BASED NONPROFIT ORGANIZATIONS

Organizations that are:

- Established and focused on issues and concerns at community level (e.g. neighborhood, city, county, region);
- Representative of populations or significant segments of the populations they provide services to in that community;
- Often organized around a particular purpose or cause and tend to be grassroots in nature, working from the ground-level upward to create positive change and equity.

- **Populations** refers to groups of individuals from diverse backgrounds, and/or other attributes, such as but not limited to: race, ethnicity, religious beliefs, justice system involvement, immigration status, and economic status.
COMMUNITY-BASED NONPROFIT ORGANIZATIONS (CONT.)

Any CBO that applies for CalCRG program funds must:

• Have been duly organized, in existence, and in good standing for at least six months prior to the date the Grant Solicitation Notice is issued by GO-Biz;

• Be registered with the California Secretary of State’s Office;

• Be a tax-exempt organization;

• Be in compliance with the California Attorney General’s Registry of Charitable Trusts, if applicable;

• Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services, etc.), if applicable; and

• Have a physical address in California.
ELIGIBLE FUNDING CATEGORIES

• Job placement
• Mental health treatment
• Substance use disorder treatment
• System navigation services
• Legal services to address barriers to reentry
• Linkages to medical care
JOB PLACEMENT

Services must:

- Be geared towards placing clients in long term jobs that lead to economic self-sufficiency and beyond.
- Include purposeful and meaningful involvement in placing clients in a job.
- Jobs with various possible career pathways, opportunities for upward mobility, and employee benefits like access to healthcare are preferable.
Eligible types of services include:

- Assessment
- Planning
- Training
- Navigation
Eligible services (cont.):

Assessment
- Initial assessment
- Comprehensive and specialized assessments

Planning
- Development of an individual employment plan
  - Client Driven
  - Clear Goals
  - Identify services needed and their providers
Eligible services (cont.):

Training
• Short-term pre-vocational services including
  – Basic daily life and interpersonal skills
  – Job-finding specific skills

Navigation
• Job search assistance
• Resume and application development
• Salary negotiation assistance

Ineligible services include:
• Placement in employment that does not need to be reported on the IRS Form W-2
MENTAL HEALTH TREATMENT

Services geared towards helping clients achieve mental wellbeing through either clinical or non-traditional means.
MENTAL HEALTH TREATMENT
ELIGIBLE & INELIGIBLE SERVICES

Eligible services include:
• Psychotherapy
• Case management
• Support groups and healing circles
• Complementary and Alternative Medicine (CAM)
• Arts and creative therapies
• Outpatient mental health treatment
• Empowerment activities

Ineligible services include:
• Preventative care
SUBSTANCE USE DISORDER TREATMENT

Services geared towards helping clients recover from substance use disorder through clinical or non-traditional means.
Eligible services include:

- Individual and group counseling
- Short term treatment that focuses on detoxification
- Medication Assisted Treatment (MAT)
- Recovery support services
- Community awareness and education efforts specific to substance use disorder treatment

Ineligible services include:

- Preventative care
Helping clients and communities navigate, have access to and/or improve systems based on client and/or community needs to advance their economic, physical, and emotional wellbeing.
Eligible services include:

• Resource identification and referral for case management
• Support completing actions useful for
  – reentering society
  – building economic security
• Aiding populations to understand and use available entitlement benefits
• Financial literacy and advice for achieving financial stability

Ineligible services include:

• No indication of potential to significantly advance clients’ economic, physical, and emotional wellbeing
• Linkages to recreational services
Services are geared towards helping clients reenter society after incarceration in jail or prison.
LEGAL SERVICES TO ADDRESS BARRIERS TO REENTRY

ELIGIBLE & INELIGIBLE SERVICES

Eligible services include those related to:
• Record analysis or background check services to find errors or incomplete information in criminal records.
• Expungement, sealing a criminal record, or other post-conviction relief available under the Penal Code or other provisions of law.
• Employment or licensing barriers based on a criminal record.
• Obtaining or regaining a valid driver’s license or identification card.
• Denial of housing applications*.
• Criminal justice debt.
• Immigration services to address barriers to reentry.
• Community awareness and education efforts specific to addressing legal barriers to reentry.

Ineligible services include:
• Legal services that do not serve formerly incarcerated populations and/or do not address barriers to reentry.

*Family members may be included in this service if denial is due to the record of a formerly incarcerated individual.
LINKAGES TO MEDICAL CARE

Services are geared towards helping clients secure medical services.
LINKAGES TO MEDICAL CARE
ELIGIBLE & INELIGIBLE SERVICES

Eligible services include:
• Linking people directly to medical services
• Linking health care providers, community organizations and public health agencies to improve patients’ access to preventative and medical care services

Ineligible services include:
• Directly providing medical care to individuals
• Subsidizing clients’ medical costs or providing free medication
• Linking individuals with non-medical services
ELIGIBLE PROGRAM COSTS

• Be necessary and reasonable for proper and efficient administration of the proposed services
• Be authorized and not prohibited under state laws, regulations, or CalCRG program requirements
• Be adequately documented
INELIGIBLE PROGRAM COSTS

- Lobbying
- Bonuses/Commissions
- Supplanting
- Purchase of land or buildings
- Other items that are banned by the State of California or GO-Biz deems inappropriate or inconsistent with statutory or programmatic requirements of the CalCRG program
INDIRECT RATE AND ADVANCE PAYMENTS

Indirect cost rate

• Not to exceed 17% of total grant awarded
• Breakdown of costs must be included and will be evaluated
• Indirect Personnel and Other Costs

Advance payment

• Up to 20% of total grant award upon execution of grant
• Based on a needs assessment
SCORING CRITERIA

<table>
<thead>
<tr>
<th>Categories</th>
<th>Base Points</th>
<th>Preference Points</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organizational Capacity</td>
<td>10</td>
<td>5</td>
<td>15</td>
</tr>
<tr>
<td>Priority Populations and Community</td>
<td>35</td>
<td>10</td>
<td>45</td>
</tr>
<tr>
<td>Proposal Description, Implementation, and Goals</td>
<td>35</td>
<td>5</td>
<td>40</td>
</tr>
<tr>
<td>Evaluation Plan</td>
<td>10</td>
<td>N/A</td>
<td>10</td>
</tr>
<tr>
<td>Budget</td>
<td>10</td>
<td>N/A</td>
<td>10</td>
</tr>
<tr>
<td>Collaboration</td>
<td>N/A</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
<td><strong>25</strong></td>
<td><strong>125</strong></td>
</tr>
</tbody>
</table>

It is highly recommended that the scoring criteria document is referred to when writing the grant application.
Application Review Process

• Technical review – Applications will be verified for completeness and eligibility.
• In-depth review- Applications will be reviewed for content and competitiveness.
• Review may include site visits.
HOW TO APPLY

• Online Application Portal is available at www.business.ca.gov/calcrq
  • A User Guide is available
• Applicants must create an account to access the system and create an application
  • Multiple users can work on the same application but they must have their own account
• GO-Biz requires an access key each time an applicant logs into their account
  • A six-digit access key will be emailed to the email address used for login
  • Enter the access code to log into the system
CREATING AN APPLICATION

Welcome to the California Community Reinvestment Grants Program

Start
Create a New Application
My Applications

Try this site on your other devices...
CREATING AN APPLICATION

Create Application

Applicant
Organization's Legal Name (Lead Applicant if a Collaborative Application)

Applicant Organization Type

Is this a Collaborative Application?

If this a Collaborative Application, how many partners are in the collaboration, including the Lead Applicant?

Create Application
APPLICATION COMPONENTS
# Application Summary

## Collaborative
- Applicant Information: Not Started
- Contact Information: Not Started
- Proposal Summary: Not Started
- Collaborative Application Partners: Not Started
- Organizational Capacity: Not Started
- Priority Populations and Community: Not Started
- Proposal Description, Implementation, and Goals: Not Started
- Evaluation Plan: Not Started
- Budget: Not Started
- Form 990, Exempt Organization Tax Return Information: Not Started
- Required/Supporting Documents: Not Started

## CBOs Only
APPLICANT INFORMATION

• All applicants must provide their mailing and payment address

• CBOs must provide additional information including:
  – Federal Employer Identification Number
  – Secretary of State Entity Number
  – Year the organization was established
  – Registry of Charitable Trust Registration Number
APPLICANT INFORMATION
GEOGRAPHIC ELIGIBILITY

Geographic Eligibility (must check at least one box and enter corresponding information to be eligible)

- Eligible County
- Eligible Census Tracts

Select eligible county if marked above

Using the CalCRG Program Census Tracts map, enter the census tract(s) of the service area (Only if eligible census tracts marked above)
COUNTIES ELIGIBLE FOR THE CALCRG PROGRAM:

- Alameda
- Alpine
- Contra Costa
- Del Norte
- Fresno
- Glenn
- Humboldt
- Imperial
- Inyo
- Kern
- Lake
- Los Angeles
- Mendocino
- Merced
- Riverside
- Sacramento
- Santa Cruz
- San Bernardino
- San Diego
- San Francisco
- San Joaquin
- Sierra
- Solano
- Stanislaus
- Tehama
- Trinity
- Tulare
- Yolo
- Yuba
To determine if the applicant or services are located within an eligible census tract, use the map located at [http://maps.gis.ca.gov/calcrg/map.html](http://maps.gis.ca.gov/calcrg/map.html)

- Enter the address or addresses of the organization and/or service area and find the corresponding census tract number
- Enter the Census Tract number or numbers and the corresponding county on the applicable application question
CONTACT INFORMATION

• Applicant will add contact information (name, email address, phone number, etc.) for key contact persons for this grant.

• Identify at least one primary contact from the lead organization

• At least one contact from each participant organization must be identified.
To authorize a contact access to the online application, click on “Options” at the bottom of the Application Summary screen and then click on “Application Users”.

All new application users must create their own account prior to this action.
PROPOSAL SUMMARY

• Select the Funding Category or Categories of the services in the proposed grant application

• Enter the Total Amount Requested

• For Collaborative Applications:
  • Enter the Total Amount Budgeted for the Lead Applicant
  • Select the Funding Category or Categories of services provided by the Lead Applicant or check the N/A box if serving as a Fiscal Sponsor
COLLABORATIVE APPLICATION PARTNERS

- Only populates for a collaborative application
- Each partner must have a record entered
- Partners must provide basic organization information
- Partners must answer six additional narrative questions
NARRATIVE SECTIONS

• There are four sections of the application with narrative questions
  – Organizational Capacity
  – Priority Populations and Community
  – Proposal Description, Implementation, and Goals
  – Evaluation Plan

• Applicants should provide detailed responses to the narrative questions
ORGANIZATIONAL CAPACITY

• Organization’s history and background
• Description of the intended services to the priority populations
• Process questions
• Financial questions
PRIORITIZE POPULATIONS AND COMMUNITY

- Problem statement and problem description (i.e. the problem the proposed services intend to address)
- Should demonstrate the need and demand for services in the population you are proposing to serve
• Describe the proposed service details and the intended implementation
• Work Plan/Timeline
• Goals
• Expected outputs and outcomes of the proposed services
EVALUATION PLAN

• Provide details of how you will evaluate the effectiveness of the proposed services

• Describe the organization’s improvement procedures and sustainability of the proposed services
BUDGET

• Two components to the Budget
  – Budget Spreadsheet that will be uploaded
  – Budget Narrative in the online application
  – All amounts must match

• Include the proposed budget amounts and descriptions for Direct and Indirect Costs

• Budget Spreadsheet includes tabs for each partner and a summary tab

• There are video tutorials available at www.business.ca.gov/CalCRG that explains how to use the Budget Spreadsheet
FORM 990, EXEMPT ORGANIZATION TAX RETURN INFORMATION

• Only applicable to CBOs
• Helps to understand the financial stability of an organization
• Use the most recently filed IRS Form 990 to complete this section
• If an organization has never filed a Form 990, answer “No” to the first question and complete the section
REQUIRED/SUPPORTING DOCUMENTS

• Required Documents:
  – Budget Spreadsheet (available at www.business.ca.gov/CalCRG)
  – Work Plan/Timeline (available at www.business.ca.gov/CalCRG)
  – Organizational Chart
  – Biographies/Resumes
  – Most recently filed Form 990

• Optional Documents
  – Letters of Support
  – Evidence of Need/Demand
  – Other Supporting Documentation
WORKPLAN/TIMELINE OVERVIEW

• Read the provided overview and instructions
• Enter your data and information in the template
• Upload the completed work plan to your online application in the required documents section
• The template, instructions, and a short tutorial on how to complete the Work Plan are available here: www.business.ca.gov/CalCRG
California Community Reinvestment Grants (CalCRG) Program Work Plan/Timeline Template

A separate table/document should be completed for each Desired Impact of Proposed Services and accompanying set of goals, action steps, outputs and outcomes (outcomes), etc. For each Desired Impact of Proposed Services, please complete the table below. See Work Plan/Timeline Overview and Instructions located at [www.business.ca.gov/CalCRG](http://www.business.ca.gov/CalCRG) for additional information.

<table>
<thead>
<tr>
<th>Desired Impact of Proposed Services¹</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Goal(s) (i.e. Milestones)</th>
<th>Key Action Step(s)</th>
<th>Expected Outcome(s)</th>
<th>Evidence of Completion</th>
<th>Title of Person(s) Responsible</th>
<th>Expected Goal Completion Date (Month/Year)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

¹ e.g., improve health status in clients served, improve quality of life in clients served, increase income in clients served, increase employment in clients served, reduce recidivism in clients served.
BUDGET SPREADSHEET

• Read the provided instructions carefully
• Enter your data and information in the spreadsheet
• Upload the completed budget spreadsheet to your online application in the required documents section
• The Budget Spreadsheets for single and collaborative applicants and a short tutorial on how to complete the budget are available here: www.business.ca.gov/CalCRG
## BUDGET SPREADSHEET

### Direct Costs

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>Item Details</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Classifications</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Wage</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Annual Benefits</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>% of Time Classification will</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>be Used</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>No. of Months Classification</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>will be Used</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Personnel Classifications Subtotal</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Employee Training (Training Title)</td>
<td>Number of Hours</td>
<td>$</td>
</tr>
<tr>
<td>Cost per Employee</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Number of Employees that will</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>receive Training</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Employee Training Subtotal</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Equipment &amp; Materials</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Number of items</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Cost per Item</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Purchase/Lease</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Useful Life of Item</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Equipment and Materials Subtotal</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Other Direct Costs not identified above</td>
<td>Cost per Unit</td>
<td>$</td>
</tr>
<tr>
<td>Number of Units</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Other Direct Costs Subtotal</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

### Indirect Costs

(May not exceed 17% of total funding)

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>Item Details</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indirect Personnel Classifications</td>
<td>Annual Wage</td>
<td>$</td>
</tr>
<tr>
<td>Annual Benefits</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>% of Time Classification will</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>be Used</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>No. of Months Classification</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>will be Used</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Indirect Personnel Classifications Subtotal</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Other Indirect Costs Items</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Cost per Unit</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Number of Units</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Other Indirect Costs Subtotal</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

Direct Costs Total: $  
Indirect Costs Total: $  
Grand Total: $
COMPLETING THE APPLICATION

- Once all sections are completed, the submit button will become enabled.
- Applicants may print a PDF version of the application and retain it for their records.
By clicking the "Submit Application" button, you are certifying the information is complete and accurate and that you have the authority to file this application on behalf of the applicant. Further, by clicking the "Submit Application" button, you agree that the person designated as the primary contact in the Contact Information section is the responsible representative for the applicant and GO-Biz will communicate directly with this person. Additionally, the e-mail address listed for the person designated as the primary contact in the Contact Information section is the authorized e-mail address and the owner of that e-mail address is responsible for receipt of GO-Biz communications sent to that e-mail address. GO-Biz is not responsible for any e-mail not received due to the recipient’s security or anti-spam software, or any problems within the recipient’s e-mail system. All information collected by GO-Biz is subject to the California Public Records Act (PRA) although certain information, such as trade secrets, financial information and other proprietary information may be exempt from a PRA request.

☑️ I agree to the conditions above.

Submit Application

Note: You may "Recall" an application and make changes until the application period closes. Once the application period closes, no more changes can be made.
Contact Us

Phone: 916-322-2683
Email: CalCRG@gobiz.ca.gov
Web: www.business.ca.gov/CalCRG

Governor’s Office of Business & Economic Development
1325 J Street, Suite 1800
Sacramento, CA 95814