

## The Safety & Accountability for Everyone (SAFE) Charlotte Grant

### Eligibility Guidelines

Eligible organizations must:

- Have proof of 501 (c) 3 status, or proof of their status as a religious organization
- Provide services within the City of Charlotte
- Have a budget of at least \$10,000 for each of the last three completed calendar or fiscal years **OR** have a budget of at least \$50,000 in the most recently completed calendar or fiscal year **AND** a budget of no greater than \$150,000 for the most recently completed fiscal year.
- Have received or applied for a Charitable Solicitation License from the North Carolina Secretary of State. ***If an agency is awarded funding, UWCC cannot release any funds until the agency has received its Charitable Solicitation License.***
- Have registered with SAM.gov, demonstrating eligibility to receive federal funds. ***If any agency is awarded funding, UWCC cannot release any funds until the agency's information is visible in SAM.gov.***

***NOTE: Organizations that are interested in and eligible for both the SAFE Charlotte grant and the Cure Violence Contract are encouraged to apply for both grants. However, organizations may only accept one source of funding.***

### SAFE Charlotte Funding areas

- Youth Services for youth ages 13-19, including
  - Mentorship
  - Conflict mediation
  - Out-of-school time programming (e.g. sports, academic enrichment etc.)
  - Transportation to/from programming or services
  - Peer, near-peer or licensed counseling services for individuals and/or families
- Employment training for youth and adults (e.g. interview/resume building workshops)
- Services for children under 13 and their adult caregivers
  - Child care
  - Out-of-school time programming (e.g. sports, academic enrichment etc.)
  - Parenting classes
- Supportive services for child and adult victims of domestic violence, teen dating violence, stalking or sexual assault

**NOTE: All organizations must provide proof of insurance. Organizations providing services to children or victims of domestic violence or sexual assault must provide their policy for screening staff and volunteers, to include screening the sex offender registry. If the organization transports clients, the organization must also provide its policy for regularly reviewing staff and volunteers driving record.**

### **SAFE Charlotte Eligible Expenses**

- *Rent*: Rent payments for spaces newly rented to perform activities funded through the grant. The space cannot be used for other purposes.
- *Utilities*: Utility payments for spaces newly rented to perform activities funded through the grant. The space cannot be used for other purposes.
- *Staff Salaries*: Reasonable salaries directly related to the provision of services under the grant.
- *Staff Benefits*: The portion of staff benefits related to the charged salary for direct serves is also eligible.
- *Contract Staffing*: The full payment of staff solely contracted to provide services related to this grant.
- *Insurance*: Insurance purchased as a requirement for contracting under this grant program.
- *Background Checks*: Reasonable fees associated with running staff, volunteer and contractor background checks provided by third parties.
- *Motor Vehicle Checks*: Reasonable fees associated with running staff, volunteer and contractor driver's license reviews conducted by third parties.
- *Program Supplies*: Any material supply or service directed required to carry out the provided service.

### **SAFE Charlotte Required Documentation for Reimbursements**

- *Rent*: A copy of the lease; evidence the lease payment was made (e.g. screenshot of funds leaving your bank account).
- *Utilities*: A copy of the utility bill; evidence the bill was paid (e.g. screenshot of funds leaving your bank account).
- *Staff Salaries*: A copy of the timesheet showing the hours billed directly to the grant; each employee's hourly rate of payment; evidence the staff salary was paid (e.g. screenshot of funds leaving your bank account).
- *Staff benefits*: A copy of the timesheet showing the hours billed directly to the grant; evidence of benefits provided; evidence the benefits were paid (e.g. screenshot of funds leaving your bank account).
- *Contract staffing*: A copy of the contract with the individual or organizations providing contract staffing; the invoice requesting payment for the contract; evidence the invoice was paid (e.g. screenshot of funds leaving your bank account).
- *Background checks*: A copy of the invoice requesting payment; evidence the invoice was paid (e.g. screenshot of funds leaving your bank account).
- *Motor vehicle checks*: A copy of the invoice requesting payment; evidence the invoice was paid (e.g. screenshot of funds leaving your bank account).
- *Program Supplies*: Receipt for each item purchased; evidence that payment was (e.g. screenshot of funds leaving your bank account). If the item was purchased by credit card, the credit card statement and proof the credit card statement was paid.

***Note: Receipts and supporting documentation must be submitted monthly. The organization must also submit a list of the program participants during the month for which the organization is requesting reimbursement. If the organization provides domestic violence or sexual assault services, the list of program participants must be de-identified.***