



# The Strategic Partnerships Nonprofit Relief Fund

## Who is eligible to apply?

Any organization, institution or association that is incorporated as a private, non-profit organization designated under 501(c)(3) or 501(c)(4) of the Internal Revenue Code and has been operating for at least 2 years as of the application deadline, that has a physical address in Prince George’s County and that can supply sufficient documentation that their organization is currently in “good standing” from the State where the organization was incorporated (i.e., the State of Maryland, District of Columbia or the Commonwealth of Virginia), is eligible to apply.

## Eligibility questions:

- Is your business a non-profit?
- Is your non-profit in good standing in the state it was incorporated?
- Is your non-profit in good standing in Maryland?
- Are there outstanding, pending or anticipated claims or litigation against your non-profit?
- Are you a 501(c)(3) or 501(c)(4)?
- Do you have a physical address in Prince George’s County? (You are required to have a physical address in Prince George’s County.)

## What is the Certificate of Good Standing and how do I find it?

The Certificate of Good Standing, aka Certificate of Status, is general entity information that verifies your organization is currently in good standing within the state your organization was incorporated i.e., the state of Maryland, District of Columbia, or Virginia. The date on the certificate must be within six months of the application deadline and visible on the document. You can submit either the actual certificate (which will have a blue border if coming from Maryland), or a screenshot. Please visit the links below to obtain this document.

- Maryland via SDAT (not Comptroller's office) <https://egov.maryland.gov/BusinessExpress/EntitySearch>
- Virginia - Certificate of Status <https://www.scc.virginia.gov/pages/Existing-Businesses>
- District of Columbia - Certificate of Clean Hands <https://otr.cfo.dc.gov/page/certificate-clean-hands>

Example of Certificate of Good Standing:

Accepted Example



Example of what will **not** be accepted



### **How do I apply?**

Non-profit organizations interested in applying for The Strategic Partnerships Nonprofit Relief Fund should complete an application.

#### **How to submit an application:**

Fill out the form on our website in its entirety by **July 30, 2021** deadline.

### **Is there an application deadline?**

Yes. The application deadline is **July 30, 2021**.

### **My organization has multiple program initiatives. Is there a limit on the number of grant applications we can submit for consideration?**

Yes, there is a limit. We will accept one proposal per organization per fiscal year. An organization with multiple programs may only submit a grant application for one of their programs.

### **Can I still apply if my organization received the NORI grant?**

Yes, but those who have not received NORI funds will be prioritized first.

### **Who do I contact if I have application or documentation questions?**

General questions concerning the grant application and required submission documents should be sent in writing to [PGCNonprofits@co.pg.md.us](mailto:PGCNonprofits@co.pg.md.us)

NOTE: We are committed to maintaining the integrity of a fair, open and transparent process.

Please do not contact any county employee to discuss (or influence) your application. All questions must be sent in writing to [PGCNonprofits@co.pg.md.us](mailto:PGCNonprofits@co.pg.md.us) and we will respond in writing as well as post the responses to our website.

### **Can a non-profit submit a letter instead of an application?**

No. Only completed applications will be accepted.

**Do I need to complete the organizational budget and the program/project budget if I am requesting general support?**

Yes. The organizational budget should include all revenues and expenses for your organization. The program/project budget is optional.

**What is the maximum amount of funding available for grants?**

The Office of the County Executive has made approximately \$3million in funding available to eligible non-profits through the FY 2021 DHCD Program. Maximum award amounts will not exceed \$100,000.

**Do services need to be provided in Prince Georges County?**

Yes.

**Do I have to provide an address for where services are provided within Prince George's County?**

Yes, you must have a physical address within Prince George's County.

**What must I submit?**

Certificate of good standing or screenshot

W9

Copy of voided check

Tax determination letter

IRS Exempt Select Check search results

<https://www.irs.gov/charities-non-profits/search-for-tax-exempt-organizations>

Form 990 OR Audited Financial Statements

**How do I know if I am approved and when will funds be distributed?**

You will receive an email from the processing team notifying you of your award. Upon notification, you will need to sign a Grant Agreement and submit the required document. The terms of the Grant Agreement are non-negotiable. The funds will be electronically deposited through an ACH bank payment.

**How long do I have to spend award?**

Award must be spent by **December 31st 2021**.

**Note:**

**Keep track of application number to track application status.**

**Final report will be due March 31, 2022 (info needed will include a narrative about how funds were spent, budget to actual, etc.)**