



# Capacity Strengthening for Immigrant-Focused CBOs

2023 Grant Information Session





# Agenda

- Welcome & Introductions
- Overview of Los Angeles County OIA
- Review the Request for Proposal
- Q&A
- Thank You & Next Steps





Founded on the explicit need to support local nonprofit leaders, Center for Nonprofit Management (CNM), for 45 years, provides clients the knowledge, tools, and resources to achieve their mission, build stronger structures, processes and programs for the greatest possible impact for Los Angeles communities.

Our advisors strengthen nonprofits, amplify the impact of their supporters, and uplift the voice of our sector.



Rigo Reyes  
*Executive Director*  
LA County Office of Immigrant Affairs



LOS ANGELES COUNTY  
**CONSUMER &  
BUSINESS AFFAIRS**





## Purpose of the Grants

OIA grant funds will be used by eligible organizations on activities that enhance the quality of legal services for immigrants by integrating case management services, or organizations with case management services that seek to strengthen and/or expand existing partnerships with legal service providers.

- Eighteen \$125,000 grants over one year for eighteen organizations
- CNM Capacity Strengthening/Technical Assistance
- Case Management Expert will offer guidance in the implementation of a case management plan

# Eligibility

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Organization must be a *tax-exempt 501(c)(3) non-profit Legal Service Provider* or *Case Management Organization*. Fiscally sponsored organizations are eligible.

Applicant organization is primarily *focused on foreign-born populations*

*Proposed project is directly focused on immigrants.*

Applicants' primary direct service activities occur *for Los Angeles County residents.*

Applicant must *demonstrate dedicated staffing and presence in Los Angeles County.*



# Possible Grant Activities:

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- **Legal Service Providers** incorporating case management into their legal services through staffing.
- Strategic Partnerships that support a **Case Management Organization** to incorporate case management services within the services of a Legal Service Provider. To be eligible for this category, the Case Management Organization must have an established partnership with a Legal Service Provider prior to submitting this application.



# Application

## Background on Organization

Explain organization's work with immigrants in LA County.

Mission Statement

Financial information including operating budget

Organization's coalition, partnership, or collaborative efforts

## Proposed Activities

For LSP: please share the activities you plan to implement that will lead to incorporating a case manager/social worker into your legal services

For CMO: expanding or strengthening the case management partnership with the LSP



## Application



### Proposed Activity Budget

- Include project budget and a budget narrative for proposed activities

### Success Measures

# Data Collection and Grant Reporting

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## Quarterly Reports Include:

- Client Demographic Data (Gender, Age Range, Income Level, Family Size, Immigration Status)
- Languages, Zip Codes, Ethnicities Served
- Organizational Updates
- Project Updates
- Impact of Grant Funding
- Impact of Monthly Capacity Strengthening Workshops
- Quarterly Financial Report
- Data related to Case Management





# Grant Support

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- **Organizational Support:** Grantees will have access to comprehensive capacity strengthening assistance facilitated by CNM. Support encompasses:
  - Tailored training
  - Resources
  - Mentorship to enhance their organizational capabilities and program effectiveness.
  - Application Technical Assistance
- **Case Management Support:** Grantees will also collaborate with a case management expert who will offer guidance in the implementation of a case management plan.



## Review and Selection Process

All grant inquiries and applications will be reviewed by the Center for Nonprofit Management. Applicants may be considered for funding and resources as well as capacity strengthening trainings. All selection decisions are final and at the sole discretion of CNM.

Selection Rubric will be available at:

[2023 Capacity Strengthening Grants for Immigrant-Focused CBOs Website](#)



# How to Submit

- All proposals and supporting documents must be submitted through SurveyMonkey. Email submissions will not be accepted.
- Work on proposal offline before submitting on SurveyMonkey. PDF of questions on the website.
- Progress is saved Page by Page, not question by question. Ensure you click Next or Done after each page you complete.
- Changes cannot be made once the proposal has been submitted.

organization has been part of the effort. **(200 words maximum, bullet points encouraged)**

\* 10. Please upload as a PDF your organizational financial information including current operating budget formatted in a spreadsheet

Choose File

No file chosen

\* 11. Upload Board of Director Information or Fiscal Sponsor's Board of Directors

Choose File

No file chosen

\* 12. Upload your most recent Form 990 including your 501(c)3 letter or your fiscal sponsor's 501(c)3 letter and fiscal sponsorship agreement

Choose File

No file chosen

13. If you are fiscally sponsored, how long have you been fiscally sponsored?

14. **(OPTIONAL)** If you are registered on WebVen through Los Angeles County and SAM.gov through federal government, please provide WebVen and/or SAM number(s).

WebVen Number:

SAM Number:



Prev Next

# Thank You & Next Steps

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## Important Dates

- **RFP Released:** Monday, September 18, 2023
- **Written Questions Submission:** Friday, September 29, 2023 – 5 pm PT
- **Final FAQ Released:** Friday, October 6, 2023
- **Proposals Due:** Friday, October 27, 2023 – 5 pm PT
- **Announce Grantees:** Monday, December 18, 2023

Want to get in touch?

Email us at [grants@cnmsocal.org](mailto:grants@cnmsocal.org)



# Questions?

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