Chicago COVID-19 Homeless System Agency Emergency Fund
Fund Information & Application Instructions

Introduction

All Chicago is pleased to announce new funding that is available to assist Chicago homeless services agencies during the response to COVID-19. Building on All Chicago's longstanding Emergency Fund, we have partnered with several philanthropic partners to launch the Chicago COVID-19 Homeless System Agency Emergency Fund. This fund will provide unrestricted and flexible emergency financial assistance to homeless service agencies as they respond to the COVID-19 crisis. Additionally, on March 20th, the Illinois Department of Human Services announced that it will make $6 million available for isolation housing for people experiencing homelessness and costs related to modifying and expanding shelters to accommodate appropriate social distancing. The Chicago CoC has been allocated $3 million.

All Chicago has developed a simple application process to make both the private and state funds available as efficiently as possible. We will work closely with leaders across the city and state to monitor agency needs and guide the Chicago COVID-19 Homeless System Agency Emergency Fund toward system funding gaps.

If your application is approved, All Chicago will require your agency to complete an ACH payment form so the approved amount can be electronically transferred to your agency.

The fund will make grants on a rolling basis via multiple application rounds, addressing emerging needs in the community with an initial focus on agencies providing crisis response services for people experiencing homelessness.

Agency Eligibility Criteria

- Non-profit agency in Chicago
- Costs incurred March 20th through April 30th
- Track record of robust programming and services for Chicago residents
- Currently operating one of the program types listed in Chicago's CoC Written Standards:
    - Emergency Shelter
    - Transitional Housing
    - Street Outreach
    - Stand Alone Support or Drop-In Center
    - Permanent Supportive Housing
    - Rapid Rehousing (including Youth Rapid Rehousing)
    - Joint Transitional Housing -permanent Housing Rapid Re-Housing

o Safe Haven

Round 1 Eligible Use of Funds

All Chicago will evaluate requests for funding in multiple application rounds in order to respond to evolving needs. During this initial application round, the costs listed below are eligible. This funding round can cover eligible costs incurred March 20th through June 30th.

- Temporary Housing Costs:
  - o Temporary housing costs to effectively respond to the COVID-19 crisis, such as relocating an infected person from a shelter to a hotel/motel for self-quarantine or isolation housing
- Facility Modification/Expansion Costs:
  - o Costs necessary to equip/furnish alternative facilities or areas within existing facilities not normally designated for shelter space so they can be used to provide safe and healthy accommodations that accommodate social distancing
  - o Expenses related to ensuring that facilities are accessible according to ADA guidelines
- Staffing Costs:
  - o Hazard Pay/Overtime Pay - Paying staff a higher wage to encourage them to come to work
  - o Paying for new staff to do work ordinarily completed by volunteers that are no longer volunteering
  - o Covering expanded sick pay
  - o Expanding outreach services to unsheltered individuals
- Food/Supply Costs:
  - o Increased cost for securing food or supplies
  - o Additional supplies needed
  - o Hiring cleaning crew
  - o Purchasing dividers to help separate participants in shelter situations
- Other:
  - o Other demonstrated need not included above (examples may include costs associated with remote case management or emergent client needs)

Application Timeline

Applications for funding are due on **Friday, April 3, 2020 at 5:00pm.** Funding notifications will be made as soon as possible, and at latest the week of April 13, 2020.

Budget for Amount Requested

Submit your budget in the [Budget Worksheet found here.](#) Base your request on your actual **increased** operational needs from March 20, 2020 through April 30, 2020. Provide a brief narrative description of each category.

Application Submission and Review

Submit your application by April 3, 2020 at 5pm via the SurveyGizmo Application Portal. [The application portal can be found here](#). All Chicago requests that a person on your Executive Leadership team approve the submission. Indicate that person's name and title on the Budget spreadsheet.

All Chicago will evaluate all requests for funds in multiple rounds. The first round will be distributed based on immediate needs in the given priority areas. All Chicago may approve applications for lesser amounts than requested based on funding demand. Future rounds will be based on evolving critical needs. Individual agencies should limit applications to one per round.

Payment and Reporting

All Chicago will electronically transfer the approved amount to your agency. Receipts, invoices, accounting ledgers or a combination of documents to verify expenditures may be required at a later date.

Application Questions

The following questions will be completed in the [SurveyGizmo Application Portal:](#)
- Is your agency a 501c3 organization operating in the city of Chicago (documentation demonstrating this may be required at a later date)?
- Which program type(s) does your agency operate?
- Which program type(s) would these funds go to support?
- Please describe your agency's history of providing programming and services for Chicago residents, using up to 200 words.
- Complete a simple budget including a brief narrative for each category using the [Budget Worksheet found here.](#)

Contact Us with Questions

General inquiries related to this fund: [cocprograms@allchicago.org.](mailto:cocprograms@allchicago.org)
Inquiries from interested donors/foundations/corporations: Keri Lowder, [klowder@allchicago.org.](mailto:klowder@allchicago.org)
Media inquiries: Keri Lowder, [klowder@allchicago.org.](mailto:klowder@allchicago.org)