**Hurricane Relief Application Form**

**Family Violence Prevention and Services Act (FVPSA)**

**FVPSA Hurricanes Fiona and Ian Domestic Violence Services**

**Disaster Assistance and Recovery Supplemental Funding**

Rev. 05/13/2025

**Purpose and Program Overview**

The North Carolina Department of Administration (NCDOA) received a FVPSA supplemental award of $833,334.00 through the Administration for Children and Families for disaster assistance and recovery in response to Hurricanes Ian and Fiona, which directly impacted southeastern North Carolina in September 2022. The goal of this funding is to support domestic violence survivors and service providers in areas impacted by these hurricanes through housing assistance, supportive services, and facility recovery, and to support future emergency preparedness in the same area of the state. This funding opportunity is limited to providers located in or serving people in the 20 counties that comprise southeastern North Carolina, as defined below.

**Project Period:**
July 30, 2025-June 30, 2026 (Retroactive Pre-award expenses from as early as September 14, 2022 are allowed)

**Eligibility:**Eligible applicants must be a non-profit, government agency, or culturally specific program or tribal organization that has a demonstrated history of domestic violence service delivery and must meet the following criteria:

* Be located in or serve one or more of the following southeastern North Carolina county(ies) that were most directly impacted by Hurricanes Ian and Fiona—Anson, Bladen, Brunswick, Columbus, Craven, Cumberland, Duplin, Hoke, Jones, Lenoir, Montgomery, Moore, New Hanover, Onslow, Pender, Richmond, Robeson, Sampson, Scotland, and Wayne.
* Be a current Domestic Violence Center Fund state grantee or FVPSA subgrantee in good standing.

**Funding Availability**

$641,667.30 will be awarded to eligible programs through this application. $150,000 will be awarded to a qualified hurricane/disaster expert for the creation of hurricane preparedness materials tailored to North Carolina’s geography and needs.

Program applicants should base their funding requests on actual past or future disaster-related needs and clearly tie expenses to hurricane impacts or preparedness such as facility damage, housing supports, emergency supplies, increased staffing due to service disruptions, or disaster-resistant infrastructure. Priority may be given to proposals demonstrating urgency, geographic reach, or service to historically underserved populations. There is no match for this award.

Subaward amounts will range between a minimum of $20,000 and a maximum of $50,000.

**Note:** The funding amounts listed above are subject to adjustment depending on the total number of applications received and the overall funding requested. CFWYI reserves the right to adjust minimum and maximum award levels to ensure equitable distribution of funds. Additionally, if funds remain after initial awards are made, the CFWYI may consider issuing supplemental awards, provided the agency can demonstrate hurricane-related service disruptions or unmet survivor needs.

**Pre-Award Costs:** Applicants may request reimbursement for allowable disaster recovery costs incurred prior to the issuance of this funding opportunity, but only for expenses incurred on or after September 14, 2022, as permitted under federal guidance. All pre-award costs must be directly related to disaster response and recovery from Hurricanes Fiona and/or Ian, must not have been reimbursed by another funding source, and must be adequately documented. Reimbursement is subject to approval by CFWYI and must meet all applicable federal and state grant requirements.

**Allowable costs include but are not limited to:**

* Shelter, housing assistance, and temporary rental assistance
* Provision of essential services, basic advocacy, and support for survivors and their children
* Support for the operation and administration of domestic violence supportive services
* Enhancement of capacity to provide culturally and linguistically appropriate services during a disaster or as a result of disaster impact and addressing racial disparities exacerbated by a disaster or as a result of disaster impact
* Modernization of existing facilities, which includes alteration, minor renovation, minor remodeling, improvement, expansion, or repairs necessary to make a facility more resistant to future natural disasters or more suitable and accessible to persons with limited mobility
* Emergency preparedness and response, such as facility alterations, renovation, construction, and/or disaster-resistant infrastructure
* Materials, supplies, and equipment

**Allowable Use of Funds**

* Temporary rental or emergency housing assistance
* Shelter operations and facility repairs
* Mold remediation and essential renovations
* Emergency preparedness supplies, infrastructure, and planning
* Emergency transportation, food, and supplies
* Supportive services for survivors and children
* Workforce support and capacity for crisis response

**Funds may NOT be used for:**

* Property purchases
* Direct cash payments to survivors
* Services not directly tied to disaster recovery or preparedness

**Application Instructions:**
All applicants must have an updated “Grantee Profile” section in CFWYI’s online EBS grants management system. If you have already created a Grantee Profile for state grants or another FVPSA funding stream, you do not need to create an additional one. However, please make sure the profile is updated to reflect the appropriate FVPSA program staff and their contact information and that any board approved policies that address activities represented in this application—such as gift card procurement procedures, family-friendly workplace policies, and any other compensation policies such as bonuses or on-call stipends for crisis line or hospital response--have been uploaded. The next step is to create and submit an “Application with Actual Budget.” **Applications and a complete budget must be received in the grants management system (EBS) by May 30, 2025. When in EBS, select the program “FFY 23-27** **HURRICANE RELIEF” and then click the “Create an Actual Budget” button to upload this “Application Form” and submit an Actual Budget.**

Forms that are incomplete, incorrect, and/or handwritten, or that are received after the deadline, will not be accepted. CFWYI’s FVPSA Program Rules are available at [Family Violence Prevention & Services Act | NC DOA.](https://www.doa.nc.gov/divisions/council-women-youth/dv-sa-grants/fvpsa)

**Applicant Information: Deadline by May 30, 2025, for Complete Application**

**General Program Information**

| **Questions** | **Applicant Responses** |
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| Full legal name of organization |       |
| County or counties served *(check all that apply)* | [ ]  Anson[ ]  Bladen[ ]  Brunswick[ ]  Columbus[ ]  Craven[ ]  Cumberland[ ]  Duplin[ ]  Hoke[ ]  Jones[ ]  Lenoir[ ]  Montgomery[ ]  Moore[ ]  New Hanover[ ]  Onslow[ ]  Pender[ ]  Richmond[ ]  Robeson[ ]  Sampson[ ]  Scotland[ ]  Wayne |
| Organization Type | [ ] [ ]  501(c)(3) Nonprofit[ ]  [ ] Government Agency[ ]  [ ] Tribal Organization |
| UEI Number and expiration date. **NOTE: Unique Entity Identifier (UEI) replaced Dun & Bradstreet Data Universal Numbering System (DUNS) as of April 4, 2022.** The UEI is a 12-character alphanumeric value and is required to apply for federal funds  | UEI Number     Expiration Date      |
| Subgrant Amount Requested |       |
| Number of Shelter facilities:*This is a count of shelter facilities providing immediate housing to victims of domestic violence and their children managed by the domestic violence program. This normally includes only communal living spaces and other buildings owned or rented by the program. This number should not include safe homes, motels or shelter beds provided by other programs.*  |       |
| Number of Non-shelter Service sites:*List the total number of service sites (i.e., office locations) where a program provides non-residential services. This may include the coordination of shelter for victims through hotels and safe homes where there is not a shelter facility. This number should be one (1) if the program has a single program site with no shelter facility. If a program maintains satellite locations, they should be counted here, e.g., one main office and two satellite offices should be reported as three (3) sites. This is not a count of the number of hotels and safe homes used.*  |       |
| Does the subgrantee agree to meet the performance reporting deadline of **October 15, 2025**?  | [ ]  Yes [ ]  No |
| Is the subgrantee able to utilize the full award amount by the project/contract end date of **June 30, 2026**? | [ ]  Yes [ ]  No |
| Check all policies and procedures that exist within your organization and that have been uploaded to your grantee profile: | [ ]  Strategic Plan and Sustainability Plan[ ]  Conflict of Interest Policy[ ]  Confidentiality Policy[ ]  Non-discrimination Policy (*pursuant to 42 U.S.C. § 2000d (prohibiting discrimination based on race, color, or national origin under any program or activity receiving Federal fund))s*[ ]  Organizational Code of Conduct[ ]  Internal Controls Policy[ ]  Recordkeeping Policy[ ]  Whistleblower Policy**Other documents:**[ ]  Board List (including any board committees and chairs)[ ]  Articles of Incorporation (N.C. Gen. Stat. § 55A)[ ]  IRS 501(c)(3) Determination Letter (if applicable)[ ]  Organizational Chart[ ]  Most recent financial audit (if applicable)*\*Disclaimer: Applicants are not required to submit policies updated within the past 12 months. However, any policies that have become outdated since the last application must be replaced with current versions to ensure compliance.* |
| Check here if the agency agrees to monitor program performance and spending and to seek technical assistance as needed (such as underutilization of funds or scope of work changes due to extended vacancies).  | [ ]  |

**Financial Controls and Oversight**

|  | Questions | Applicant Responses |
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| 1 | Designated Positions for Financial Oversight1. Bookkeeper
2. Certified Public Accountant
3. Board Treasurer
4. Other Position/Entity
 | Yes No[ ]  [ ] [ ]  [ ] [ ]  [ ] [ ]  [ ]  |
| 2 | If you answered no to any question in #1, above, provide an explanation: |       |
| 3 | Financial Controls1. Organization has a written fiscal policy and procedures manual and follows it
2. Organization maintains a chart of accounts that protects against comingling
3. Organization reconciles all cash accounts monthly
4. Employees, board members, and volunteers who handle cash and investments are bonded/insured to help assure safeguarding of assets
5. Organization files form 990s on a timely basis
6. If a Level II recipient, organization complies with single audit requirement
7. Organization has a documented set of internal controls, including the handling of cash and deposits, approval of spending, and disbursements
8. Organization has a policy identifying authorized check signers and the number of signatures required on checks in excess of specified dollar amounts
9. Payroll is prepared following appropriate state and federal regulations and organizational policy
 | Yes No N/A[ ]  [ ] [ ]  [ ] [ ]  [ ] [ ]  [ ] [ ]  [ ]  [ ]  (government only)[ ]  [ ]  [ ] [ ]  [ ] [ ]  [ ] [ ]  [ ]  |
| 4 | If you answered no to any question in #3, above, provide an explanation: |       |
| 5 | Specify the financial accounting system your organization uses to maintain a chart of accounts: |       |
| 6 | Does the organization expend more than $1,000,000 in Federal grant funds?  | [ ]  Yes [ ]  No*If yes, a single audit is required, and a copy must be forwarded to CFWYI.*  |
| 7 | Does your agency plan to request reimbursement for any pre-award costs related to Ian or Fiona disaster recovery prior to this application release? | [ ]  Yes [ ]  No If yes Please prepare to consolidate all pre-award cost expenses into one line item labeled pre-award cost.  |
| 8 | Has your organization ever been placed on corrective action for non-compliance including placement on the statewide suspension of funding list?  | [ ]  Yes [ ]  No*If yes, provide details:*       |

**Project Narrative**

**1. Impact of Hurricanes Fiona and/or Ian on Organization and Community (500 words or less)**

 Describe how Hurricanes Fiona and/or Ian impacted your organization’s facilities, services, staff, and operations. Include the effect on survivors and communities served, especially any temporary displacement, loss of housing, program disruptions, or increased demand for services. If requesting reimbursement for pre-award costs, summarize the related activities and timeframes.

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**2.**  **Use of Requested Funds to Address Disaster Related Needs (500 words or less)**

Provide a clear description of how you would utilize your subgrant award for actual past or future disaster-related needs. Clearly tie planned expenses to FVPSA’s allowable uses for disaster relief and recovery and hurricane impacts or preparedness such as facility damage, housing supports, emergency supplies, increased staffing due to service disruptions, or disaster-resistant infrastructure. If requesting reimbursement for pre-ward costs, identify those expenses separately.

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**3. Expected Outcomes and Organizational Capacity (250 words or less)**

Briefly describe the key outcomes you expect to achieve with this funding. How will this grant improve the resilience of your agency or community in responding to future disasters? Highlight any organizational strengths, partnerships, or systems that support your ability to successfully implement these activities.

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**Verification of Review of Grant Application**

I, the undersigned executive director of the organization, certify that I have reviewed the information in this application and any attachments thereto, and that it is accurate and current to the best of my knowledge. I further certify that the chair of the organization’s board of directors has reviewed and approved the information in this application and all attachments. Both I and the board chair understand that the issuance of grant funds is contingent on fulfilling all responsibilities outlined in the grantee profile and application, including compliance with the terms of all contract documents, CFWYI program and reporting guidelines, and state and federal laws.

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| Executive Director/Equivalent’s Name |       |
| Executive Director/Equivalent’s Signature |       |
| Date |       |