The YRG Request for Proposals (RFP) includes requirements that apply to non-governmental, community-based organizations. Grantees are responsible for ensuring that all contracted third parties continually meet these requirements as a condition of receiving YRG funds. The RFP describes these requirements as follows:

Any partnering Non-Governmental Organization (NGO) that receives Youth Reinvestment Grant Program funds as a subgrantee or subcontractor must have been duly organized, in existence, and in good standing at least six months before entering into a fiscal agreement with the BSCC grantee.

Non-governmental organizations that have recently reorganized or have merged with other qualified non-governmental organizations that were in existence prior to the six-month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the fiscal agreement with the BSCC grantee.

Any NGO that receives YRG Grant funds (as either a subgrantee or subcontractor) must:

* Have been duly organized, in existence, and in good standing for at least six months prior to the effective date of its fiscal agreement with the YRG grantee. Non-governmental entities that have recently reorganized or have merged with other qualified non-governmental entities that were in existence prior to the six-month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the grantee and subcontractor fiscal agreement.
* Be registered with the California Secretary of State’s Office, if applicable;
* Have a valid business license, Employer Identification Number (EIN), and/or Taxpayer ID (if sole proprietorship);
* Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable; and
* Have a physical address (an exception can be made for an Indian Tribe)

Non-Governmental Organizations (NGOs) include: community-based organizations (CBOs), faith-based organizations (FBOs), nonprofit organizations/501(c)(3)s, evaluators (except government institutions such as universities), grant management companies and any other non-governmental agency or individual. Note: These criteria do not apply to government organizations (e.g. counties, cities, school districts, etc.).

In the table below, provide the name of the Grantee and list all contracted parties.

**Grantee:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Contracted Party** | **Address** | **Email / Phone** | **Meets All Requirements** |
|  |  |  | **Yes ☐ No ☐** |
|  |  |  | **Yes ☐ No ☐** |
|  |  |  | **Yes ☐ No ☐** |
|  |  |  | **Yes ☐ No ☐** |

Grantees are required to update this list and submit it to BSCC any time a new third-party contract is executed after the initial assurance date. Grantees shall retain (on-site) applicable source documentation for each contracted party that verifies compliance with the requirements listed in the YRG RFP. These records will be subject to the records and retention language found in Exhibits A and D of the Standard Agreement.

The BSCC will not reimburse for costs incurred by any third party that does not meet the requirements listed above and for which the BSCC does not have a signed grantee assurance on file.

**A signature below is an assurance that all requirements listed above have been met.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **AUTHORIZED SIGNATURE**  **(This document must be signed by the person who is authorized to sign the Grant Agreement.)** | | | | | |
| NAME OF AUTHORIZED OFFICER | TITLE | TELEPHONE NUMBER | | | EMAIL ADDRESS |
|  |  |  | | |  |
| STREET ADDRESS | CITY | | STATE | ZIP CODE | |
|  |  | |  |  | |
| APPLICANT’S SIGNATURE (**Blue Ink Only**) | | | | DATE | |
| x | | | |  | |