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## ADDENDUM 1 FY26 COMMUNITY CHALLENGE GRANT

July 23, 2025

FY26 Community Challenge Grant Guidebook is amended in accordance with the following revisions:

~~Red~~ copy with strikethrough text is deleted text;

Blue copy is revised or added text

### 4.1 Minimum Qualifications Screening

After the application deadline, CCG will conduct an initial review to verify that each submission meets the minimum qualifications outlined below.

Applications that are incomplete, submitted late, or do not meet the eligibility criteria will be deemed **non-responsive**. Applicants will be notified if their submission is determined to be non-responsive and will not proceed to evaluation.

To be eligible for CCG, applicants must be able to answer “**yes**” to all the following criteria.

Category	Screening Criteria
501c3 Status	<ul style="list-style-type: none"><li>Is the applicant a 501(c)(3) nonprofit organization, or applying with a fiscal sponsor that is a 501(c)(3)?</li><li>Was the IRS determination letter issued <b>on or before October 9, 2023</b>, or</li><li>If the IRS determination letter was issued <b>AFTER October 9, 2023</b>, does the organization have at least 25 percent of the grant request* available as cash assets as shown in the submitted financial statements? For example, an organization requesting \$150,000, would need to demonstrate <del>\$75,000</del> <b>\$37,500</b> of cash assets in their financial statements.</li></ul> <p><b>* A fiscal sponsor will need to have 25 percent of the total grant requests available for each application they are sponsoring.</b> For example, if an organization is sponsoring three projects that are each requesting \$150,000 for a total of \$450,000, the fiscal sponsor would need cash assets of \$112,500.</p>

Good Standing	<p>Is the applicant (or fiscal sponsor) in good standing with all of the following, or will be by the time of contracting?</p> <ul style="list-style-type: none"> <li>• <b>California Franchise Tax Board.</b> To check or update your status visit: <a href="https://webapp.ftb.ca.gov/eletter/?Submit=Check+Status">https://webapp.ftb.ca.gov/eletter/?Submit=Check+Status</a></li> <li>• <b>California Secretary of State.</b> To check or update your status visit: <a href="https://bizfileonline.sos.ca.gov/search/business">https://bizfileonline.sos.ca.gov/search/business</a></li> <li>• <b>California Attorney General's Registry of Charities and Fundraisers.</b> To check or update your status visit: <a href="https://rct.doj.ca.gov/Verification/Web/Search.aspx?facility=Y">https://rct.doj.ca.gov/Verification/Web/Search.aspx?facility=Y</a></li> <li>• Not suspended or debarred by the City</li> </ul>
Organizational Experience	<ul style="list-style-type: none"> <li>• Has the applicant (or its project staff) successfully completed projects of similar size and scope?</li> <li>• If not, is the applicant applying with a fiscal sponsor that meets this requirement?</li> </ul>
Project Location	<p>Is the proposed project located within the City and County of San Francisco?</p>
Property Owner/Tenant Letter	<ul style="list-style-type: none"> <li>• Is a signed Property Owner/Tenant letter (Appendix C1, C2, or C3) included with the application?</li> <li>• Does the letter reflect the project summary and location?</li> </ul>
Public Benefit and Access	<ul style="list-style-type: none"> <li>• Does the project provide a clear and substantial public benefit?</li> <li>• If located on private property, is the benefit to the property owner incidental?</li> <li>• For projects with restricted access, will at least 100 hours of public access per quarter be scheduled and posted one week in advance, both online and onsite?</li> </ul>
Project Time Frame	<ul style="list-style-type: none"> <li>• Will all grant-funded activities begin on or after January 1, 2026?</li> <li>• Will the project be completed within: <ul style="list-style-type: none"> <li>○ 18 months, or</li> <li>○ 24 months, if a <i>Love Our Neighborhoods Tier 2</i> permit or similar scope applies?</li> </ul> </li> </ul>
Budget Request	<p>Is the funding request between \$50,000 and \$150,000?</p>

Project Manager	Has the applicant designated a Project Manager with experience appropriate to the project's scope?
Interpretive Signage	<p>Will the project include signage that:</p> <ul style="list-style-type: none"> <li>• (Infrastructure Projects only) Describes the project's purpose and community benefit?</li> <li>• (All Projects) Includes the CCG logo and funding acknowledgment?</li> </ul>
Maintenance Plan (Infrastructure Projects only)	If applying under Program Area A: Infrastructure, does the application include a five-year maintenance plan?
Murals	<p>If the project includes a mural:</p> <ul style="list-style-type: none"> <li>• Will the mural be finished with anti-graffiti coating?</li> <li>• Will the artist waive rights under the Visual Artists Rights Act and the California Art Preservation Act?</li> </ul>
City Compliance	<ul style="list-style-type: none"> <li>• Is the applicant willing and able to comply with all City, State, and Federal regulations if awarded?</li> <li>• If awarded, will the applicant: <ul style="list-style-type: none"> <li><input type="checkbox"/> Register as a City Supplier within 10 business days?</li> <li><input type="checkbox"/> Meet City insurance and business tax requirements?</li> </ul> </li> </ul> <p>For compliance with City contracting requirements, see <b>Section 5.4 Compliance Requirements</b> and <b>Appendix F: City's Standard Grant Agreement</b>.</p>

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