

Arlington County

FY 2027 Opportunities Grant

Overview

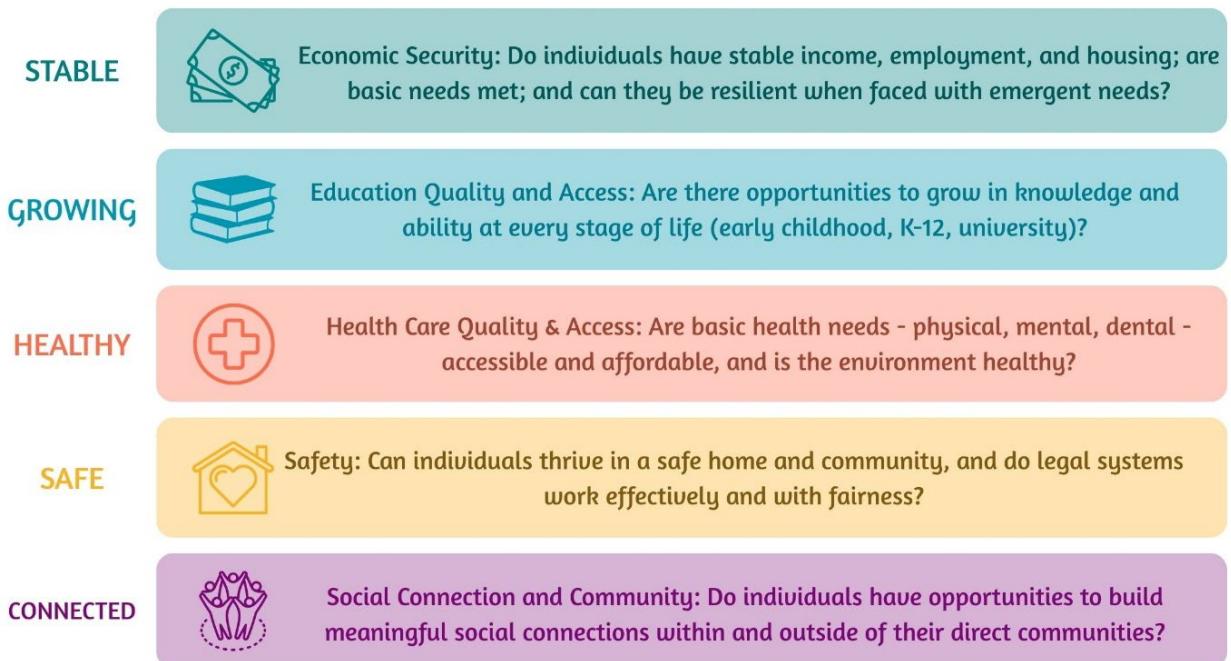
In October 2021, as part of [Realizing Arlington's Commitment to Equity \(R.A.C.E.\)](#), a working group of community leaders, Arlington County representatives, and United Way of the National Capital Area developed a process to evaluate community needs through the lens of racial equity. A series of discussions led to [recommendations](#) for a co-designed process to reform how the County Board awards discretionary human services funding, seeking transparency and accountability as key values to rebuild trust between Arlington County Government and the community.

To move the process forward, the County Board adopted a [resolution](#) supporting a racial equity-based competitive process for Board-awarded community and human services funding to help address inequities in Black, Indigenous, People of Color (BIPOC) communities while improving systemic impacts for all. As such, the County Board anticipates allocating \$1.25 million for FY 2027 in support of this grant.

Purpose

The Opportunities Grant is intended to support Arlington nonprofits in implementing programs or projects which will create opportunities for Arlington residents to thrive, while reducing, eliminating, and preventing inequities in direct response to demonstrated community or human service needs. Grant funds may be used to support specific programs or projects or the day-to-day functions of organizations that demonstrate how such funding will enable their operations to better meet the direct needs of the communities they serve.

To reduce long-term, inequitable outcomes, significant research has identified specific areas where focused attention and improvements can yield more equitable outcomes for individuals and families. These focus areas include the following:



Sources:

Allen, Marc, Joseph Zheng, Jenny Huang, Morgan DeLuce, Tess Hendelman, and Chris Chang. "Mobility Experiences." *Mobility Experiences*, December 3, 2024. <https://mobilityexperiences.org/>.

Urban Institute. "Upward Mobility Framework." *Urban Institute | Upward Mobility Initiative*, 2022. <https://upward-mobility.urban.org/framework>.

Nonprofit Eligibility Requirements

- 501(c)(3) designation
- Serving Arlington residents – if your organization is not physically located in Arlington but serves County residents, the proposal and request should reflect the proportion of clients served who are Arlington residents; all outputs and outcomes should be specific to Arlington County residents
- In good standing with the County, responsive during grant cycles when previously awarded funding, and no unresolved performance or compliance issues

Proposal Structure

Size of Request. There is no cap on requests. However, applicants are encouraged to consider how to maximize funding with smaller requests. Proposals over \$50,000 must respond to additional questions reflecting on the scalability, sustainability,

and readiness of the proposal. The County anticipates awarding up to four (4) proposals with larger requests. High-scoring large requests may be asked to scale their proposal to a smaller award than requested.

Collaborative Proposals. Proposals may be submitted as a collaboration with multiple organizations, when collaboration yields a demonstrated greater collective impact than one organization's efforts would support. Only one submission is required for a collaborative proposal, but separate signed grant agreements will be required for all participating organizations.

How to Submit. Proposals will be submitted online, through the County's Submittable portal. Note that in Submittable, every proposal has one owner. The owner will be the primary point of contact for all follow-up information. You may transfer ownership of a proposal. You may also add collaborators to support the drafting of the proposal. However, only the owner will be able to submit the proposal.

Timeline

- Tuesday, November 25, 2025: Grant application released
- Virtual Technical Assistance Sessions:
 - Overview of Application Process: Thursday, December 4, 2025, 12:00 pm – 1:00 pm
 - Office Hours with County Staff (15-minute slots available via advanced registration):
 - Wednesday, December 10, 2025, 12:00 pm – 2:00 pm
 - Monday, December 15, 2025, 11:00 am – 1:00 pm
- Tuesday, January 13, 2026, at 11:59 pm: Proposals due
- January to February 2026: Review phase
- April 2026: County Board approves awards (Tentatively)
- July 2026 – June 2027: FY 2027 Grant period

Awards

Review Process

Staff Review Panels. All completed proposals received will be divided among review panels of at least three (3) County staff reviewers. Reviewers will independently score and comment upon their set of proposals, although reviewers will have access to and may read all proposals. All staff reviewers will meet to discuss the merits of the proposals and form

recommendations for funding. Award recommendations will be based primarily on rubric scores, but adjustments may be made for:

- community input
- equity considerations
- the diversification of award focus areas
- significant identified need
- level of responsiveness as a grantee in the past.

Community Focus Groups. Executive summaries of all proposals will be shared with focus groups comprised of Arlington community members. The focus groups will meet to discuss the proposals which they believe best address the most relevant community needs in the most effective ways. The feedback from community members will be used to help inform responsive and community-centered funding recommendations.

Award Recommendations

Recommendations will be made to the County Board based on the reviewers' feedback. The County anticipates awarding up to four (4) larger requests, with the remainder of the available funding going towards requests under \$50,000. This is subject to change based on reviewers' recommendations.

Grantee Process

Before funding is disbursed, all awardees will need to:

- When applicable, have a valid business license and have no overdue County business license taxes per the Commissioner of Revenue. Once selected for a grant award, organizations may contact the office below to verify:

Arlington County Business License Division
Office of the Commissioner of the Revenue
2100 Clarendon Blvd., Suite 200
Arlington, VA 22201
Telephone: (703) 228- 3060
E-mail: business@arlingtonva.us

- Work with a County representative to submit a W-9 form and confirm payment instructions if not registered in the County's financial system.

- Sign a grant agreement with the County Manager. A sample grant agreement is included at the end of this application package.
- Attend or watch the recording of a grantee kick-off training in June 2026.

Application

Background

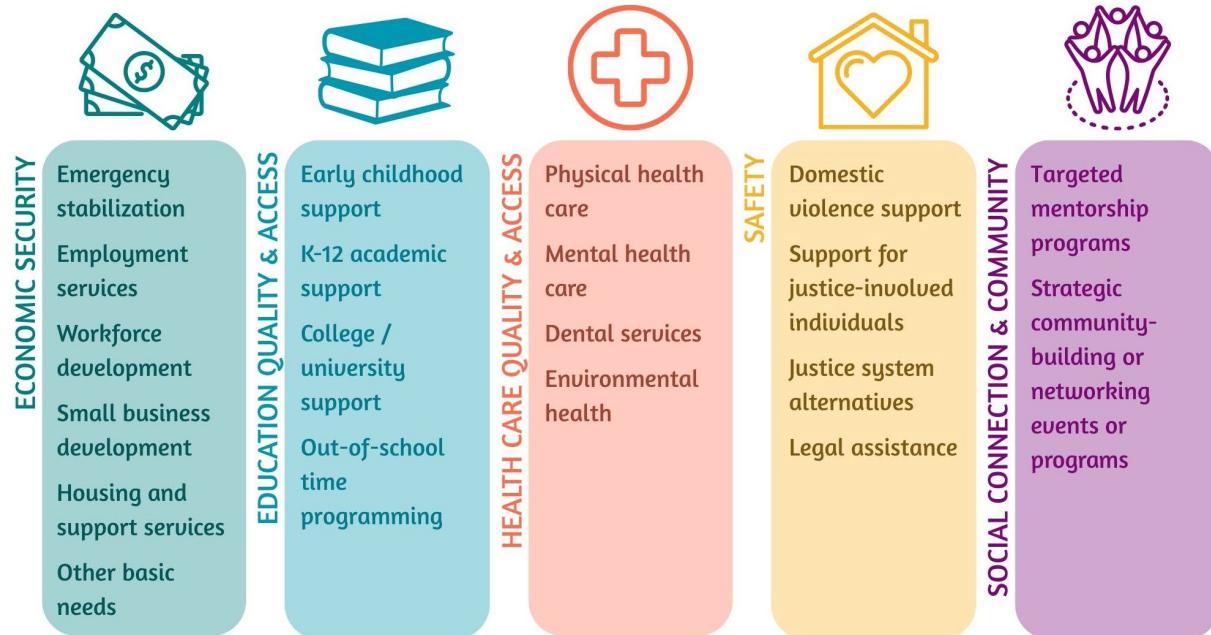
1. Organization Name
2. Organization Address
3. Organization Mission
4. Arlington County Business License Number (if applicable)
5. Contact Name
6. Contact Email
7. Please provide an executive summary of your proposal, including a statement of need, a basic explanation of services, the anticipated outcomes, and the number of individuals you anticipate impacting. (250 words)
8. Requested Amount

Proposal

Description

9. What focus area most closely aligns with your proposal?
 - a. Economic Security
 - b. Education Quality and Access
 - c. Health Care Quality and Access
 - d. Safety
 - e. Social Connections and Community
10. Does your proposal align with a secondary focus area?
 - a. Economic Security
 - b. Education Quality and Access
 - c. Health Care Quality and Access
 - d. Safety
 - e. Social Connections and Community

Examples of services in each focus area include:



Community Impact

11. Describe the community that you are serving, including any shared geography (such as specific neighborhoods and zip codes), shared identity, and/or shared needs. Use any relevant demographic data. If your proposed services benefit residents from outside of Arlington County, please give an estimate of how many of those served are residents of Arlington County. *(300 words)*
12. What community need does your proposal address? Include relevant data (i.e., local quantitative data, anecdotes, program experiences, and/or other observed evidence) that identifies the need and demonstrates its prevalence in Arlington. *(500 words)*
13. What community services will you provide to address the identified needs? Describe the activities you will be performing. *(500 words)*
14. List and describe up to five outputs. Include the data that you will collect and how you will collect it. Outputs are immediate and direct results of activities, such as the number of clients served, events held, or meals served. *(500 words)*
15. List and describe up to five long-term outcomes. Include the data that you will collect and how you will collect it. Outcomes reference the longer-term impact of activities, measuring progress made toward achieving the program/project goal, such as reducing food or housing insecurity. *(500 words)*

16. How will these outcomes help reduce, eliminate, or prevent inequities within the Arlington community? (400 words)
17. What barriers exist for individuals who may participate in your proposed services? What are you doing or could you do to reduce or eliminate those barriers? Include supporting data as relevant. (300 words)

Capacity and Readiness

18. Complete the budget template. Provide a budget narrative that includes a description of each category of spending from the budget template, detailing how you arrived at your total. Your budget request should align with anticipated services for Arlington County residents.

	Opportunities Grant	Other Revenue Sources
Salaries		
Benefits		
Professional & Contracted Services		
Travel & Transportation		
Supplies & Equipment		
Direct Client Expenses		
Communication & Marketing		
Other		

Please detail the budget requested as a part of the Opportunities Grant (first column) and the amount of funding required from other revenue sources (second column) to support the proposed services. If no other revenue sources are required to support the proposed services, nothing is needed in the second column.

Indirect expenses may be included in the "Other" line and typically do not exceed 15% of the request, unless the rate is federally negotiated. If you are including indirect costs, please include a brief explanation in the narrative broadly describing what expenses are covered under indirect costs.

19. Provide a timeline for your proposal. (300 words)
20. Describe your organization/staff's experiences or successes with similar work, including managing similar programs and/or general experience with implementing grant-funded programs. If hiring for a new position, what qualities will you be looking for in the new role? If partnering with other organizations, how will those organizations contribute to your capacity and experience? (400 words)

For Requests Above \$50,000

21. Is your proposal scalable with a reduced amount? If not awarded your full request, indicate if you would accept an award of \$50,000 or less. How might you scale your proposal for a lower award? *(400 words)*
22. How do you plan to support the ongoing sustainability of the services described in your proposal? *(250 words)*
23. Describe one to three partnerships (with other nonprofits, government agencies, community partners, etc.) that will enhance the effectiveness of your proposal. *(300 words)*

Other Required Documents (not scored)

- Current organization budget
- 501(c)(3) designation letter
- Your organization's most recent audit, including a description of any material audit, compliance, or other regulatory findings over the last three years that have not been cured. If an audit is not available, please include the most recent financial statement (profit and loss).

Rubric

	1 Poor	2 Incomplete	3 Acceptable	4 Good	5 Excellent
11. Describe the community that you are serving, including any shared geography (such as specific neighborhoods and zip codes), shared identity, and/or shared needs. Use relevant demographic data. If your proposed services benefit residents from outside of Arlington County, please give an estimate of how many of those served are residents of Arlington County.	No clear community described; lacks any demographic or geographic data.	Basic identification of community served, but missing or confusing demographic or geographic data. Data may be outdated. Unclear how many Arlington County residents may be served.	Community served is identified and includes basic demographic and/or geographic data. Some data may be outdated. Clearly identifies the number of Arlington County residents served.	Community served is identified and includes sufficient demographic and/or geographic data. Data is current. Clearly identifies the number of Arlington County residents served.	Community served is clearly identified and includes significant and relevant demographic and/or geographic data. Data is current and from a variety of sources. Clearly identifies the number of Arlington County residents served. Demonstrates a deep understanding of and familiarity with the identified community.
12. What community need does your proposal address? Include relevant data (i.e., local quantitative data, anecdotes, program experiences, and/or other observed evidence) that identifies the need and demonstrates its prevalence in Arlington.	No clear community need described; lacks any data to support the need. No connection to Arlington community is made.	Basic identification of community need, but missing or confusing data. Connection to Arlington community is unclear. Data may be outdated.	Community need is identified and includes basic data to support the need. Indicates a general link to the Arlington community being served.	Community need is identified and includes multiple data points to support the need. Indicates a clear link to the Arlington community being served.	Compelling description of community need with significant evidence including a variety of data points. Clear, logical, and strong alignment between need, data, and the Arlington community being served.

<p>13. What community services will you provide to address the identified needs? Describe the activities you will be performing.</p>	<p>Services and activities are missing, unclear, vague, or disconnected from the identified need.</p>	<p>Services and activities are listed but lack detail or alignment with the identified need.</p>	<p>Services and activities are generally described and align with the identified need.</p>	<p>Services and activities are clearly defined in detail and align with the identified need.</p>	<p>Services and activities are clearly defined in detail, strategic, evidence-based, and tailored to support the identified need.</p>
<p>14. List and describe up to five outputs. Include the data that you will collect and how you will collect it.</p>	<p>Outputs and data missing or not measurable.</p>	<p>Outputs and data are generic or not aligned with services and activities. Data collection methods are vague.</p>	<p>Outputs and data are generally described and align with services and activities. Basic data collection methods are described.</p>	<p>Outputs and data are clearly defined in detail and align with services and activities. Sufficient data collection methods are described and measurable.</p>	<p>Outputs and data are clearly defined in detail (specific, measurable, and demonstrating the expected reach) and strongly align with services and activities. Significant and strategic data collection methods are described.</p>
<p>15. List and describe up to five long-term outcomes. Include the data that you will collect and how you will collect it.</p>	<p>Outcomes and data missing or not measurable.</p>	<p>Outcomes and data are generic or not aligned with services and activities. Data collection methods are vague.</p>	<p>Outcomes and data are realistic, generally described, and align with services and activities. Basic data collection methods are described.</p>	<p>Outcomes and data are realistic, clearly defined in detail, and align with services and activities. Sufficient data collection methods are described and measurable.</p>	<p>Outcomes and data are clearly defined in detail (compelling, specific, realistic, measurable) and directly align with the services, activities, and community need. Significant and strategic data collection methods are described.</p>

16. How will these outcomes help reduce, eliminate, or prevent inequities within the Arlington community?	No explanation is provided for how outcomes would address inequities in the community.	Vague explanation is provided for how outcomes would address inequities in the community.	General explanation is provided with adequate detail for how outcomes would address inequities in the community. Inequities must be clearly defined.	Explanation clearly details how outcomes would address inequities in the community. The narrative aligns with the identified community need and clearly defines inequities.	Explanation for how outcomes would address inequities in the community is clearly defined in detail. The narrative aligns with the identified community need and clearly defines inequities. It demonstrates a compelling approach for sustained community impact.
17.What barriers exist for individuals who may participate in your proposed services? What are you doing or could you do to reduce or eliminate those barriers? Include supporting data as relevant.	No barriers are identified and/or addressed.	Barriers are vaguely identified and/or addressed.	General explanation of barriers is provided and adequately addressed with some supporting data.	Barriers and supporting data are clearly identified and described. Methods of addressing barriers are reasonable and align with identified community need.	Barriers and supporting data are clearly identified and described in detail. Methods of addressing barriers are reasonable, align with identified community need, and proactively expand the proposal's reach and effectiveness.

<p>18. Complete the budget template. Provide a budget narrative that includes a description of each category of spending from the budget template, detailing how you arrived at your total. Your budget request should align with anticipated services for Arlington County residents.</p>	<p>Budget and/or narrative is missing, incomplete, and/or inconsistent with services and activities.</p>	<p>Budget is included but lacks clarity, has questionable assumptions, and/or vaguely reflects services and activities.</p>	<p>Budget is complete and generally aligns with services and activities. Narrative explains major costs. Some assumptions may lack detail or clarity.</p>	<p>Budget is complete, thorough, and clearly tied to services and activities. Narrative is sufficient, and budget assumptions are reasonable.</p>	<p>Budget and narrative are complete, detailed, and strategically tied to services and activities. Budget assumptions are well-justified and reasonable.</p>
<p>19. Provide a timeline for your proposal.</p>	<p>Proposal timeline is missing or incomplete.</p>	<p>Proposal timeline is unrealistic and/or the tasks are vague.</p>	<p>Proposal timeline is complete and reasonable with a general description of tasks and timing.</p>	<p>Proposal timeline is complete, reasonable, clearly sequenced, and well-organized with sufficient detail on the tasks and timing.</p>	<p>Proposal timeline is robust, reasonable, significantly detailed, and strategic, covering all phases of implementation and monitoring.</p>
<p>20. Describe your organization/staff's experiences or successes with similar work, including managing similar programs and/or general experience with implementing grant-funded programs. If hiring for a new position, what qualities will you be looking for in the new role? If partnering with other organizations, how will those organizations contribute to your capacity and experience?</p>	<p>No prior organizational and/or staff experience is described. If applicable, partner roles unclear or absent.</p>	<p>Limited organizational and/or staff experience is described. If applicable, partner roles are vague.</p>	<p>Relevant organizational and/or staff experience is described. If applicable, general partner roles are explained and understood.</p>	<p>Strong, relevant organizational and/or staff experience is sufficiently described and well-qualified. If applicable, partner roles are well-defined and relevant to services and activities.</p>	<p>Significant, relevant organizational and/or staff experience is described in detail. Leadership and staff are highly qualified. If applicable, partner roles are strategic, well-defined, and will advance services and activities.</p>

LARGER REQUESTS					
21. Is this proposal scalable with a reduced amount? If not awarded your full request, indicate if you would accept an award of \$50,000 or less. How might you scale the proposal for a lower award?	Scalability is not addressed.	Scalability is unrealistic or vague.	Scalability is generally described with sufficient detail on how the budget and programming would be impacted.	Scalability is clearly described in detail. Thoughtful consideration is provided on how the budget and programming would be impacted.	Scalability is clearly described in detail. Strategic consideration is provided on how the budget, programming, and outcomes would be impacted.
		If the proposal is not scalable, only vague rationale is provided.	If the proposal is not scalable, general rationale and justification are provided.	If the proposal is not scalable, clear and detailed rationale and justification are provided. The justification highlights the significance of the identified community need.	If the proposal is not scalable, substantially detailed rationale and justification are provided. The justification clearly illustrates the significance of the identified community need and how it aligns with the proposed services and activities.
22. How do you plan to support the ongoing sustainability of the services described in your proposal?	Does not describe how the organization plans to sustain the proposed services.	Vaguely describes how the organization plans to sustain the proposed services, and/or some of the description may not be realistic.	Generally describes how the organization plans to sustain the proposed services in a realistic manner.	Clearly describes in detail how the organization realistically plans to sustain the proposed services. Description identifies at least one other specific source of funding that could be used to support the services.	Clearly describes in detail how the organization realistically and strategically plans to sustain the proposed services. Description identifies multiple other specific sources of funding that could be used to support the services.

<p>23. Describe one to three partnerships (with other nonprofits, government agencies, community partners, etc.) that will enhance the effectiveness of your proposal.</p>	<p>Does not describe partnerships that would enhance the effectiveness of the proposal.</p>	<p>Vaguely describes at least one partnership that would enhance the effectiveness of the proposal. The partnership's relevance to the proposal and/or expected role may not be clear.</p>	<p>Generally describes at least one partnership that would enhance the effectiveness of the proposal. The partnership's relevance to the proposal and/or expected role is sufficiently demonstrated.</p>	<p>Clearly describes at least one partnership that would enhance the effectiveness of the proposal. The partnership's relevance to the proposal and expected role are explained in detail.</p>	<p>Provides a compelling description of at least one partnership that would enhance the effectiveness of the proposal. The partnership is strategic and will amplify community impact.</p>
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ARLINGTON COUNTY
OPPORTUNITIES GRANT
AGREEMENT

This is a Grant Agreement (“Agreement”) by and between the COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA (“County”) and ORGANIZATION, a 501(c) nonprofit organization located in Arlington, Virginia (“Grantee”). The County and the Grantee are hereinafter collectively referred to as “the Parties.”

1. BACKGROUND

- a. As part of the County’s racial equity work, the County collaborated with the United Way of the National Capital Area (UWNCA) to establish transparency and accountability as foundational values to help rebuild trust between County government and community members.
- b. As part of the collaboration, the Arlington County Opportunities Grant (“Grant Program”) provides financial assistance to nonprofits providing community and human services. The County allocated up to _____ Dollars (\$_____) in one-time funding to support this Grant Program as a part of the FY 2027 budget process.
- c. Grantee is a tax-exempt nonprofit under Section 501(c)(3) of the Internal Revenue Code. Grantee’s mission is XXXXXXX.
- d. On xxxx, 2026, the County Board approved the Grantee to receive grant funding in the amount of \$_____ (“Grant”).
- e. County desires to support Grantee’s mission by making this Grant on the basis set out in this Agreement.

2. CORE TERMS

- a. Grant Amount. Pursuant to this Agreement, County will disburse 25% of total Grant amount to the Grantee within 15 business days after the following have been completed: (1) Parties have signed this Agreement (“Execution Date”), (2) Grantee has submitted the required financial form (Exhibit A), (3) the County has confirmed that the Grantee is current on Arlington County taxes as of December 31, 2024 and on its Arlington County business license, and (4) the Grantee has submitted its first invoice in the grants management platform. Thereafter, 25% of total grant Amount will be disbursed quarterly to the Grantee within 15 business days after the Grantee submits a satisfactory quarterly report and invoice in accordance with Section 3(b), unless Grantee has not spent at least 50% of its disbursed funding by its second quarterly report and/or failed to submit documentation accurately reflecting expenditures in any quarterly

report. If Grantee has not spent at least 50% of its disbursed funding upon submission of the second quarterly report and/or if Grantee fails to submit documentation which accurately reflects expenditures, then the Grantee will thereafter receive its funding via reimbursement. Reimbursement funding will be the amount of expenses reported for the previous quarter.

- b. Grant Period. This Agreement will take effect on July 1, 2026, and terminate 12 months thereafter (“Grant Period”) unless an extension is mutually agreed upon.
- c. Agreement Extension Option. The County Manager may at any time before this Agreement expires elect to extend the term of this Agreement for up to six (6) additional months by giving notice in writing to Grantee. The Agreement must be modified to reflect the time extension in accordance with the Section 6(n).
- d. Grant Use. The Grant must be used for operating costs associated with the Grantee’s application.

3. COMMUNICATION; REPORTS; RECORDS

- a. Notices, Demands, and Communications between the Parties. Formal notices, demands, and communications between the Parties shall be given by (i) personal service; (ii) reputable document delivery service, such as Federal Express, with a receipt showing date and time of delivery; or (iii) certified or first-class United States mail, postage prepaid, with a receipt showing date and time of delivery.

To the County: Arlington County
 Office of the County Manager
 2100 Clarendon Blvd, Suite 302
 Arlington, Virginia 22201
 Attn: Elizabeth Matlock
 Assistant to the Deputy County Managers
 ematlock@arlingtonva.us

With Copies to: Arlington County
 Office of the County Attorney
 2100 Clarendon Blvd, Suite 403
 Arlington, Virginia 22201
 Attn: County Attorney

To the Grantee:

Written notices, demands, and communications shall be sent in the same manner to other addresses that any party designates in writing.

- b. Reporting. Grantee will submit reports for the information included in Exhibit B, documentation evidencing expenses, and invoice for its quarterly amount of funding using the grants management platform. For a progress or final report to be considered satisfactory, it must demonstrate meaningful progress against the targets or milestones for that period. If meaningful progress has not been made, the report should explain why not and what adjustments are being made to get back on track. Additionally, documentation must accurately and thoroughly reflect expenditures made in the quarter. Grantee will notify the County's Primary Contact if Grantee needs to modify any targets or milestones. Invoices and quarterly reports that are not submitted correctly and/or not sufficiently documented will be rejected by the County in grants management platform and sent back to the Grantee for correction. The Grantee will not receive funding until the report and invoice are correctly submitted. The Grantee agrees to submit other reports which the County may reasonably request.
- c. Recordkeeping & Audits. Grantee must retain all financial records, including receipts and invoices, books, records, and other documents related to this Agreement for at least five years after the Grant Period and must allow the County or its authorized agents to examine the records during this period and during the Grant Period. Grantee must provide any requested records to the County within 15 days of the request, at the Grantee's expense, for the County to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Grantee within 30 days after receipt by the Grantee. Failure of the Grantee to comply with the above audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the five-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.
- d. Feasibility. The County may require the Grantee to demonstrate that it has the necessary facilities, ability, and financial resources to comply

with the Agreement and furnish the service, material or goods specified herein a satisfactory manner at any time during the term of this Agreement.

4. GRANT ADMINISTRATION

- a. Payment Procedures. The County Board will pay to the Grantee funds available under this Agreement based upon information submitted by the Grantee and consistent with any approved budget and County policy concerning payments. Payments of twenty-five percent (25%) of the total Grant amount will be issued quarterly to the Grantee within ten days of its quarterly report and invoice, unless Grantee has not spent at least 75% of its disbursed funding by its second quarterly report and/or has failed to submit satisfactory documentation in any of its quarterly reports. If Grantee has not spent at least 75% of its disbursed funding upon submission of the second quarterly report and/or has failed to submit satisfactory documentation in any quarterly report, then the Grantee will thereafter receive its funding via reimbursement. Payments will be adjusted by the County Staff in accordance with advance fund and program income balances available in Grantee accounts. In addition, the County Board reserves the right to liquidate funds available under this Agreement for costs incurred by the County on behalf of the Grantee.
- b. Funds Management. Grantee will manage the Grant funds in accordance with applicable law and the provisions of this Agreement. Expenditures must be (i) consistent with the Grant Use; (ii) necessary to accomplish the goals of the Grant Program; (iii) reasonable for the goods and services purchased; (iv) incurred during the Grant Period; and (v) satisfactorily recorded with supporting documentation.
- c. Funds Reallocation. Grantee may reallocate funds among Categories of Expenditures provided that the reallocation does not affect the basic purpose of the Agreement. If the allocation change exceeds 10% of the total budgeted amount in any category, Grantee will provide an explanation for the deviation in the Grant Report.
- d. Changed Circumstances. Grantee will notify the County immediately if Grantee determines in good faith that, because of factual or other changes in circumstances, it is no longer possible to complete the activities set out in the Grant Use. In that case, and in cases where a portion of the Grant remains unspent or unallocated upon completion of the Grant Period, County may extend Grant Period, request the return of unexpended Grant funds, evaluate whether further programming will be consistent with the overall objectives of the Grant Program, or discuss

other options.

- e. Repayment of Grant Funds. If the Grantee does not use the Grant as required by Section 2(d), then the Grantee must repay the County within 60 days of the Grantee's final report. If the Grantee ceases operation before the end of the Grant Period, the Grantee must notify the County Contact Person and must complete the Final Report and repay any unused portion of the Grant to the County within 30 days of closure.

5. COMPLIANCE

- a. General Compliance. Grantee will conduct, control, manage, and monitor activities conducted under the Grant Use in compliance with all applicable ethical, legal, regulatory, and safety requirements, including applicable state, local, institutional, and school district standards. Grantee will obtain and maintain all necessary approvals, consents, and review before conducting the applicable activity.
- b. Non-Discrimination. The Grantee will not discriminate against any individual with regard to employment or participation or in any other manner for reasons of race, color, religion, gender or gender identification, sexual identity, pregnancy, childbirth or related medical conditions, national origin, age, marital status, disability, or any other characteristic that is protected by local, state, or federal law.
- c. Anti-Corruption. Grantee will not offer to provide money, gifts, or any other things of value directly or indirectly to anyone in order to improperly influence any act or decision relating to the County.
- d. Lobbying and Electioneering Prohibition. Grantee will not use Grant funds to influence the outcome of any election for public office, to carry out any voter registration drive, to support lobbying activities, or to otherwise support attempts to influence legislation.

6. GENERAL PROVISIONS

- a. Entire Agreement. This Agreement constitutes the entire agreement among the parties as to the Grant.
- b. Assignment. Grantee may not assign or transfer by operation of law or court order any of Grantee's rights or obligations under this Agreement without the County's prior written approval. This Agreement will bind and benefit any permitted successors and assigns.
- c. Third-Party Beneficiaries. This Agreement is for the exclusive benefit of the Grantee and the County, and not for the benefit of any third party, including, without limitation, any partner, employee, or volunteer of the Grantee.

- d. Governing Laws; Venue. This Agreement is made and is intended to be performed in Arlington County, Virginia, and shall be construed and enforced by the laws of the Commonwealth of Virginia. Jurisdiction and venue for any litigation arising out of or involving this Agreement shall lie in the Circuit Court of the County of Arlington or in the United States District Court for the Eastern District of Virginia, and such litigation shall not be brought in any other court.
- e. Severability. Each provision of this Agreement must be interpreted in a way that is enforceable under applicable law. If any provision is held unenforceable, the rest of the Agreement will remain in effect.
- f. Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and not for or against any Party by reason of the authorship or any other rule of construction that might apply. The Section headings are for purpose of convenience only and shall not be construed to limit or extend the meaning of this Agreement.
- g. Non-Liability of Officials, Employees, and Agents. No member, official, employee, or agent of the County Board shall be personally liable to the Grantee in the event of any default or breach by the County Board for any amount that may become due to the Grantee or its successors or assigns under the terms of this Agreement.
- h. Attorney's Fees. Each Party shall pay its own attorney's fees.
- i. Force Majeure. No Party will be held responsible for failing to perform its responsibilities under this Agreement if the failure results from any act of nature, public health emergency, or other cause that is beyond the reasonable control of the Party and that makes performance impossible or illegal.
- j. Breach. If the County determines that the Grantee submitted false information or otherwise has not complied with this Agreement, Grantee will be required to return any awarded grant funds in full upon request by the County.
- k. Business Day Convention. If the date of any required action falls upon a weekend day or a holiday when the New York Stock Exchange is not open for business, the required action may be deferred to the next business day.
- l. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be an original and all of which together shall be one and the same instrument. A facsimile, pdf copy or other electronic signature (e.g., DocuSign) of this Agreement, when signed in compliance with this Section, is an enforceable, original agreement for all purposes.

- m. Dispute Resolution. In the event that an issue regarding or arising under this Agreement cannot be resolved by the parties, the issue will be brought to the County Manager for a final decision.
- n. Amendments. The County Manager or Grantee may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization. Such amendments shall not invalidate this Agreement, nor relieve or release the County Board or Grantee from its obligations under this Agreement.
- o. Hold Harmless. The Grantee shall indemnify, defend and hold the County Board and its respective officers, employees, agents, successors and assigns harmless from and against: (1) any and all claims, liabilities and losses whatsoever (together with any expenses related thereto, including but not limited to, damages, court costs and attorney's fees) occurring to or resulting from any and all persons, firms or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and (2) any and all claims, liabilities and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death arising out of or connected with the Grantee's performance or nonperformance called for in this Agreement. "Grantee's performance" includes Grantee's action or inaction and the action or inaction of Grantee's officers, employees, agents, contractors, and subcontractors. This provision shall survive the expiration or termination of this Agreement.
- p. Relationship of Parties. The provisions of this Agreement are intended solely for the purpose of defining the relative rights of the Parties as grantor and grantee and no relationship of partnership, relationship of employment, joint venture or other joint enterprise shall be deemed to be created hereby by and among the Parties pursuant to this Agreement.
- q. Conflict of Interest. No member of the County Board or any employee of Arlington County shall be admitted to any share or part of this Agreement or to any pecuniary benefit that may arise therefrom.
- r. Workers' Compensation. If applicable, the Grantee shall provide Workers' Compensation Insurance coverage for all employees involved in the performance of this Agreement.
- s. No Waiver of Sovereign Immunity by County. Notwithstanding any other provisions of this Agreement to the contrary, nothing in this Agreement nor any action taken by County Board pursuant to this Agreement nor any document which arises out of this Agreement shall constitute or be construed as a waiver of either the sovereign immunity or governmental immunity of the County's elected and appointed officials, officers and employees.
- t. Suspension or Termination. The County Board or their designee may suspend or terminate this Agreement if the Grantee materially fails to

comply with any terms of this Agreement, which include (but are not limited to) the following: (i) Failure, for any reason, of the Grantee to fulfill in a timely and proper manner its obligations under this Agreement; (ii) Ineffective or improper use of County Grant Funds provided under this Agreement; or (iii) Submission by the Grantee to the County Staff of reports that are incorrect or incomplete in any material respect. In addition, this Agreement may also be terminated for convenience by either the County Board or the Grantee, in whole or in part, upon written notification, setting forth the reasons and conditions for such termination, including the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the County Board determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the County Board may terminate the award in its entirety.

- u. Language Construction. The language of each and all paragraphs, terms and/or provisions of this Agreement, shall in all cases and for any and all purposes, and in any way and all circumstances whatsoever, be construed as a whole, according to its fair meaning, and not for or against any Party and with no regard whatsoever to the identity or status of any person or persons who drafted all or any portion of this Agreement.
- v. Remedies. All remedies available to the County Board under this Agreement are cumulative and no remedy hereunder shall be exclusive of any other remedy available to the County Board at law or in equity.

In witness thereof, the County and Grantee have caused this Agreement to be executed by the following duly authorized officials.

ORGANIZATION

By: _____

Name, Position

Date

COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

By: _____

Mark Schwartz, County Manager

Date

Exhibit A

W-9 Form (Rev. December 2011) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	Give Form to the requester. Do not send to the IRS.
<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> Name (as shown on your income tax return) </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> Business name/disregarded entity name, if different from above </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> United liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ► _____ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ► _____ </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> Address (number, street, and apt. or suite no.) </div> <div style="width: 45%;"> Requester's name and address (optional) </div> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> City, state, and ZIP code </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> List account number(s) here (optional) </div>		
Part I Taxpayer Identification Number (TIN)		
Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 3.		
<small>Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.</small>		
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> Part II Certification </div> <div style="width: 45%;"> Under penalties of perjury, I certify that: </div> </div>		
<ol style="list-style-type: none"> 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and 3. I am a U.S. citizen or other U.S. person (defined below). 		
<small>Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.</small>		
Sign Here	Signature of U.S. person ►	Date ►
General Instructions		
<small>Section references are to the Internal Revenue Code unless otherwise noted.</small>		
Purpose of Form		
<small>A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an IRA, or contributions you made to an IRA.</small>		
<small>Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:</small>		
<ol style="list-style-type: none"> 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued), 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income. 		
<small>Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.</small>		
<small>Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:</small>		
<ul style="list-style-type: none"> • An individual who is a U.S. citizen or U.S. resident alien, • A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, • An estate (other than a foreign estate), or • A domestic trust (as defined in Regulations section 301.7701-7). 		
<small>Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.</small>		

Exhibit B

Opportunities Grant Quarterly Report

To be completed in Online Grant Platform

Demographics:

of households served:

of individuals served:

of client impact points:

SMART Goals

For each SMART goal, describe accomplishments that your project or program achieved, making progress towards that goal.

SMART Goal 1 Update:

SMART Goal 2 Update:

SMART Goal 3 Update:

SMART Goal 4 Update:

SMART Goals 5 Update:

Reflection

(2nd Quarter Report only)

- Describe any significant challenges you have faced so far, including lessons learned.
- Briefly describe any adjustments you have had to make to your proposed programming, if applicable, describing the need for that change.

(Final Report only)

- Use the Equity Lens to evaluate your project or program's impact in eliminating inequities and disparities. Use appropriate demographic information.
 - Who benefited?
 - Who is burdened?
 - Who is missing?
 - What can you do moving forward?
- What is the lasting impact of your program? Please include stories and data to demonstrate impact, including general socio-economic data on clients served.

Budget

Include appropriate backup detail and documentation.

Expense	Budget	Expenses this Quarter	YTD Expenses	Budget Remaining
Salaries				
Benefits				
Professional/ Contracted Services				
Travel & Transportation				
Supplies & Equipment				
Direct Client Expenses				
Communicatio ns & Marketing				
Other				
TOTAL				