

**Subject:** New submission from Community Development Combined  
**Date:** Thursday, January 4, 2024 at 1:53:27 PM Eastern Standard Time  
**From:** jnytko@govsol.org  
**To:** jnytko@govsol.org

<b>General Information</b>
<b>Date of application:</b>
01/03/2024
<b>Organization name:</b>
Capital District LATINOS, Inc.
<b>Organization TIN or EIN:</b>
45-3647494
<b>If available, provide your Unique Entity Identifier (UEI):</b>
EFJNXTL8P2Y5
<b>Organization physical address:</b>
160 Central Ave Albany, NY 12206 United States <a href="#">Map It</a>
<b>Is the mailing address different from the physical address?</b>
No
<b>Contact Information</b>
<b>Primary contact name:</b>
Migdalia "Micky" Jimenez
<b>Primary contact title:</b>
Executive Director
<b>Primary contact phone:</b>
518-491-1019
<b>Primary contact email:</b>
<a href="mailto:mjimenez@capitaldistrictlatinos.org">mjimenez@capitaldistrictlatinos.org</a>
<b>What is the preferred method of contact?</b>
Doesn't matter
<b>Website (if available):</b>
<a href="https://capitaldistrictlatinos.org">https://capitaldistrictlatinos.org</a>
<b>Organization Info and Structure:</b>
<b>Is the organization a nonprofit?</b>
Yes

**Date of establishment:**

10/21/2011

**Give a brief description of your organization. Please include information on the organization's activities or mission statement (150 words or less):**

Capital District LATINOS (CDL), an affiliate member of the Acacia Network, is a Latinx-led non-profit organization dedicated to enhancing the quality of life and wellbeing of underserved communities, particularly in New York State and beyond. With a mission centered on creating and improving conditions for success within the Latinx community and other people of color, CDL focuses on culturally competent preventive services, educational programs, empowerment initiatives, and promoting healthy living. This approach emphasizes the importance of valuing, supporting, and preserving the unique cultural identity and heritage of the Latinx community in the Capital Region.

With over 12 years of experience, CDL has developed tailored programs based on social determinants of health, addressing specific needs of the Latinx community in the Capital Region. In the past five years, CDL's initiatives have concentrated on enhancing health education services, increasing participation in health-related services, and reducing health disparities among this population.

**Provide the total number of full-time employees (if applicable):**

5

**Provide the total number of part-time employees (if applicable):**

1

**Provide the total number of volunteers (if applicable):**

72

**What is the organization's current annual budget?**

\$630,279

**Have you or the organization ever received any form of COVID-19 relief funds or loans specific to the negative impacts of the Pandemic?**

No

**Did your organization lose revenue as a result of the COVID-19 Pandemic? If yes, provide the amount of lost revenue (2020-2022)**

The total financial impact on Capital District LATINOS attributable to the COVID-19 pandemic – including lost revenue from the Department of Health contract and additional expenses incurred in providing essential services to the community – amounted to over \$593,000.

**Project Proposal****Applicants may choose to apply for up to 2 program areas. Please select the primary program area for which you would like to apply.**

Behavioral Health, Substance Abuse, Telehealth

**If applicable, please select the secondary program area for which you would like to apply.**

Food Access

**What amount of funding is being requested (Must be at least \$100,000 and should not exceed program area totals)?**

\$350,000

**Is this a new project or expansion of an existing initiative, please describe.**

This is an expansion of existing initiatives. Capital District LATINOS has extended its services to encompass a culturally responsive food pantry (July 2022) and has implemented mass and micro-targeted, culturally relevant mental health and well-being public education campaign, further enhancing its commitment to ongoing community support. The expansion of mental health services to include Behavioral Health programs signifies an evolution of CDL's existing health and wellness initiatives, adapting to the growing and diverse needs of the community. Both

these efforts underscore CDL's ongoing dedication to broadening and deepening its impact in Albany County.

The scarcity of organizations providing such services exacerbates the need for these programs.

**Please provide an executive summary of the proposed program or project for which you are requesting funds. Include a description of the target population, as well as the goals and objectives of your proposed project (500 words or less).**

Capital District LATINOS (CDL) is proposing a comprehensive program focused on Food Access and Behavioral Health, specifically targeting the Hispanic or Latino community and other communities of color in Albany County. With the support of the Albany County ARPA Community Development, CDL intends to substantially increase its programmatic impact, planning to serve an average of 80 families weekly from March 2024 to June 2026. This initiative is projected to benefit a minimum of 7,500 families, or over 18,000 individuals (directly and indirectly), in a 22-month period.

According to the USDA, food insecurity impacts 17 million people in the United States, including 6.5 million children. During the peak of the COVID-19 pandemic, 47% of Latinx and 29% of Black households with children experienced food insecurity. Despite the efforts of food pantries in the Capital Region to reduce food insecurity, minority groups, particularly Hispanic or Latinx, often find a lack of culturally responsive food and language-specific services. The Culturally Responsive Food Initiative addresses these barriers, targeting Hispanic or Latinos, homeless individuals, immigrants, and those from various cultural backgrounds. This initiative encompasses a weekly culturally responsive food pantry distribution, promotion of access to healthy foods, "Grandma's Cooking" conversational nights, and educational workshops. Since its inception in July 2022, the pantry has distributed over 250,000 pounds of food, benefiting a little over 3,000 families.

The 2021 National Survey on Drug Use and Health highlights disparities in mental health and substance use among Hispanic and Latino Americans compared to non-Hispanic Whites. Approximately 22% of Hispanic and Latino Americans reported mental illness, but only 36% accessed mental health services, in contrast to 52% among non-Hispanic Whites. Challenges such as racism, stigma, language barriers, provider shortage, and lack of culturally competent care exacerbate mental health issues in this demographic. The Behavioral Health initiative at CDL focuses on implementing culturally relevant mental health and well-being public education efforts, targeting at least 500 individuals annually for a total of 920 individuals over 22 months. The program will cover topics such as depression, anxiety, substance abuse, family mental health, acculturation, discrimination, language barriers, and mental health challenges, tailored to the specific needs of the Hispanic, Latino, and other communities of color.

The primary goals and objectives of CDL's project include enhancing the infrastructure and product offerings of the Food Pantry and Clothing Closet, ensuring regular food distribution connected to basic need services and case management, conducting comprehensive mental health-related workshops addressing prevalent community issues, carrying out targeted and culturally relevant mental health and well-being public education efforts, and evaluating the impact of these services in the final quarter of the project. CDL's initiative aims to provide a holistic approach to addressing immediate needs while fostering long-term well-being and empowerment within the Latinx community of the Capital Region, ultimately contributing to building a resilient and self-sufficient community.

**Please explain why this program or project is needed within the County.**

The program proposed by CDL is critically needed in Albany County due to several escalating issues in the area. Firstly, there is a noticeable increase in the population of Hispanic or Latino individuals in the county. This demographic shift necessitates targeted services and support to effectively meet the unique cultural and linguistic needs of these communities.

Additionally, Albany County has been experiencing heightened levels of violence. Such environments of unrest and insecurity disproportionately affect minority communities, including Hispanic and Latino populations. The stress and trauma associated with violence can lead to an increased need for mental health services, which the CDL program aims to provide through its Behavioral Health initiative. This initiative focuses on addressing mental health challenges such as depression, anxiety, substance abuse, and the impact of acculturation and discrimination, which are particularly relevant in the context of rising violence.

Moreover, when compared to other counties facing similar challenges, there is a notable decrease in support for diverse communities within Albany County. This relative decline in support manifests as limited access to essential services such as culturally appropriate food and mental health care, which are crucial for minority populations. The CDL program, with its focus on culturally responsive food distribution and mental health education, directly addresses this disparity by providing necessary services that are specifically tailored to meet the needs of these communities. This program is particularly significant in the context of Albany County, where the support for diverse communities is not keeping pace with that in other similar regions, underscoring the urgency and importance of CDL's initiatives.

In summary, the CDL's comprehensive program focusing on Food Access and Behavioral Health is essential in

Albany County due to the growing Hispanic or Latino population, the increased levels of violence, the decreased support for diverse communities, and the rising challenges associated with this diverse population. This program aims to provide a holistic approach to support these communities, addressing both immediate needs and fostering long-term resilience and empowerment.

**All funded activities must meet the objective of responding to the public health and negative economic impact of the pandemic. Please describe how your proposal will help address this objective and assist with recovery (250 words or less).**

Our proposal directly addresses the objective of responding to the public health and negative economic impacts of the pandemic in Albany County. The COVID-19 pandemic has disproportionately affected Hispanic and Latino communities, exacerbating issues of food insecurity and mental health challenges. Our comprehensive program targeting these areas is crucial for recovery and resilience.

Firstly, our Culturally Responsive Food Initiative aims to alleviate food insecurity, a critical concern heightened during the pandemic. By providing weekly distributions of culturally appropriate food, we directly combat the increased hunger and nutritional challenges faced by families due to the economic fallout of the pandemic.

Secondly, our Behavioral Health initiative is designed to address the surge in mental health issues that have arisen as a direct result of the pandemic. The program offers mental health literacy and culturally sensitive counseling services, crucial for a community that has witnessed a disparity in mental health support. This initiative not only provides immediate relief but also equips individuals with long-term coping mechanisms.

By focusing on these two critical areas, our proposal aids in addressing both the immediate and long-term effects of the pandemic on public health and economic stability within the Hispanic and Latino communities in Albany County. Our targeted approach ensures that the most vulnerable populations receive the necessary support to recover and thrive post-pandemic.

**If an award is made, describe how Albany County stakeholders will benefit. Where possible, please use measurable outcomes to quantify impact.**

**Food Security Improvement:** The Culturally Responsive Food Initiative aims to serve an average of 80 families weekly, translating to at least 7,500 families or over 18,000 individuals over 22 months. This initiative will substantially reduce food insecurity among the Hispanic or Latino community and other people of color, ensuring access to culturally appropriate food and improving overall nutrition.

**Mental Health Outcomes:** The Behavioral Health initiative targets at least 500 individuals annually for mental health and well-being education, totaling approximately 920 individuals over 22 months. This program will enhance mental health literacy and provide support for issues like trauma, post-pandemic anxiety and stress, and substance abuse. We expect to see a measurable increase in the number of individuals accessing mental health services and reporting improved mental well-being.

**Community Engagement and Cultural Understanding:** Through initiatives like "Grandma's Cooking" conversational nights, we aim to foster greater community engagement and cultural understanding. The impact will be assessed through increased participation in community events and feedback surveys demonstrating enhanced cultural cohesion and community resilience. Recent research concluded that "community and cultural engagement can support recovery, help symptom management, and increase social connections for people with lived experience of mental health conditions" (Baxter & Burton, 2022).

**Economic Impact:** By addressing food insecurity and mental health needs, the program indirectly contributes to economic stability. Improved health outcomes can lead to increased productivity and reduced healthcare costs, benefiting the broader Albany County economy.

In summary, the award will empower CDL to deliver critical services, improving food security, mental health, community engagement, and economic stability in Albany County. These measurable outcomes not only reflect the direct impact on individual families but also indicate broader societal benefits.

**Please describe your organization's ability to implement the project you propose including organizational structure, staff members involved, a summary of similar initiatives you have undertaken and the date they were completed:**

Capital District LATINOS is exceptionally equipped to implement the proposed project, thanks to its deep-rooted community connections and experienced staff, all of whom possess a profound understanding of the Hispanic/Latino community. This ensures an authentic and effective approach to our work.

**Key Staff Members and Roles:**

1. Migdalia "Micky" Jimenez, Executive Director: With over 35 years of healthcare experience, Micky Jimenez has a proven track record of addressing community crises. Her leadership at CDL and previous role at Camino Nuevo

showcase her commitment to health and recovery within the Hispanic/Latino community. Her longstanding residency in Albany since 1986 and involvement in local initiatives like the COA Policing Reform and Reinvention Collaborative underline her deep connection and dedication to the community.

2. Jesenia Alcantara, Bilingual Director of Operations: Jesenia plays a crucial role in program implementation, management, and outcomes, ensuring that our programs effectively meet contract specific needs.

3. Israel Soto de Bovee, as a bilingual Case Manager, combines his linguistic abilities with his expertise in case management. His role involves coordinating and providing comprehensive, culturally sensitive care that is safe, timely, effective, efficient, equitable, and client-centered. Israel's bilingual skills are instrumental in handling case assignments, drafting service plans, reviewing case progress, determining case closure, and ensuring effective communication with clients and stakeholders. He advocates for clients, assisting them in navigating the different service systems and works collaboratively with team members and organizations to facilitate service completing. His bilingual proficiency is crucial in addressing the unique needs of the Hispanic/Latino community..

4. Isis Maldonado, as a Trilingual Case Manager (Connections Coordinator), specializes in health education and outreach. Her trilingual skills, including American Sign Language, significantly broaden our community reach. She focuses on connecting individuals with health resources (including mental health), ensuring they have access to the necessary support services. Her ability to communicate across language barriers plays a crucial role in facilitating this connection, especially for those requiring tailored health and mental health interventions..

5. Yaneth Melara, as the Food Pantry Advisor, will have a range of responsibilities critical to the success of the food pantry. Her duties will include receiving and managing food donations, ensuring proper storage and organization, and overseeing the distribution of food to those in need. She will also be responsible for maintaining the inventory, preparing food boxes, and managing volunteers. Her role is vital in creating a welcoming and inclusive environment for the community, especially focusing on addressing food insecurity. With her strong interpersonal skills and organizational abilities, Yaneth will ensure the smooth and effective operation of the food pantry.

6. Bilingual Volunteers: Our volunteers, including medical professionals and social workers, provide invaluable insights and assistance in health education and social services. Musicians and cultural ambassadors contribute to engaging, culturally rich programs.

Our team's composition ensures culturally sensitive, relevant, and effective service delivery, addressing the unique needs of our priority population. Our staff's personal and professional experiences within the community provide an intimate understanding of the challenges and aspirations of our target population.

Additionally, CDL has a current partnership with Dr. Hernandez, from Mindful Connections Psychological Services PLLC, to provide mental health services and workshops. Dr. Hernandez is a bilingual clinical psychologist and licensed social worker with extensive experience in trauma-focused work, life transitions, anxiety, unhealthy coping, and family and couples counseling.

Summary of Similar Initiatives:

- Culturally Responsive Food Pantry: Established in July 2022, this initiative provides weekly food distribution, workshops, educational sessions, and referrals to health insurance and other community services.
- Mental Health Initiative: Since the pandemic, CDL has been conducting culturally relevant mental health and well-being public education efforts, including sessions for men of color, wellness sessions, and yoga events, in partnership with various organizations like the Department of Health and the Hispanic Federation.

These initiatives demonstrate CDL's proven capability and experience in implementing programs that deeply resonate with and effectively serve the Hispanic/Latino community.

#### **How will you track performance goals and define success? Include at least two key performance indicators and expected annual outcomes/impact?**

Capital District LATINOS will track performance goals and define success using Salesforce, a robust Customer Relationship Management (CRM) platform. This system enables the efficient collection and analysis of crucial data such as demographics, impact, case management sessions, and attendance at activities. Our approach to defining success includes focusing on key performance indicators (KPIs) and expected annual outcomes/impact:

KPI: Number of Individuals/Families Served: This indicator tracks the total number of individuals or families who benefit from our services annually. We will monitor demographics, frequency of service usage, and types of services accessed. Our expected annual outcome is to serve an average of 80 families weekly in the food pantry initiative, totaling at least 3,750 families per year. In our mental health initiative, we aim to engage with at least 500 individuals annually, focusing on mental health education and counseling services.

KPI: Improvement in Food Security and Mental Health Outcomes: We will measure the impact of our services on participants' food security and mental health status. Pre- and post-engagement surveys, along with case management session notes, will be used to assess changes in individuals' food security levels and mental well-being. The expected annual impact is a noticeable improvement in food security for at least 80% of the families served and a significant reduction in reported mental health issues among the participants engaged in our mental health program.

Salesforce will be pivotal in aggregating this data, allowing us to generate detailed reports and analytics. These insights will not only help in tracking our performance against these KPIs but also provide valuable information for continuous improvement of our services and for reporting to stakeholders and funders. The platform's versatility in

handling diverse data types ensures that we can comprehensively evaluate our program's effectiveness and impact.

**Project start date:**

02/15/2024

**Project End date:**

12/30/2025

**Please provide key project milestones inclusive of the anticipated timelines and descriptions**

Milestone	Anticipated Timeline	Task Description
Expand Food Pantry Services to serve 80 families weekly.	March 2024 - December 2025	CDL will increase its weekly food distribution to serve 80 families, up from the current capacity of 40 families. This expansion will also include providing four days' worth of food to each family, as opposed to the current three days. The goal is to effectively address the increased food insecurity in the community and enhance the overall impact of the food pantry.
Enhance Behavioral Health Services to annually serve 500 individuals.	March 2024 - December 2025	The organization plans to intensify its efforts in delivering behavioral health services. This includes increasing the frequency of culturally relevant mental health and well-being public education efforts from once quarterly to twice monthly. The target is to serve 500 individuals per year, amounting to 1000 individuals by the end of December 2025.
Positive Impact on Mental Health and Well-being	March 2024 - December 2025	At least 85% of the participants in the program should report an improvement in their mental health and well-being. This milestone will be measured through feedback surveys and assessments conducted during and after participation in the program.

**At the top of this page is a downloadable project budget. Please download the budget form and upload it here.**

- [ARPA-Budget-Food-Access-and-Mental-Health-Educational-Activities.pdf](#)

**If you are funding a multi-year initiative, please provide a breakdown of funding level per year below:**

2024	2025	2026
175000	175000	

**Use this space to provide a narrative supporting and clarify anything from the proposed project budget above. In addition, if "Other Funds" or "Other Uses" are included above, please specify the source(s) below.**

The proposed project budget for Capital District LATINOS (CDL) includes a comprehensive allocation of funds to cover essential expenditures. Personnel costs, totaling \$108,000, reflect competitive salaries for our dedicated staff. Fringe benefits at \$29,160 ensure that employees receive adequate health, retirement, and other benefits. Travel expenses, modest at \$1,340, cater to local outreach and essential meetings.

Supplies are a significant outlay at \$76,381.90, critical for our food pantry and educational materials. Professional services, including mental health consultants, account for \$75,700, emphasizing the importance of expert guidance in our initiatives.

Occupancy costs at \$19,800 cover the rental of space and utilities, ensuring a stable environment for operations. Training and education expenses of \$2,400 will enhance staff capabilities, and direct administrative costs at \$3,400 support the overarching management of the project. Public relations costs, set at \$2,000, will facilitate community engagement and awareness campaigns.

Lastly, 'Other Costs' totaling \$31,818.10 represent a 10% administrative fee, which is standard for non-profits to

cover indirect expenses associated with the management of the project. This comprehensive budget is meticulously designed to maximize the impact of every dollar towards the successful implementation of CDL's critical community programs.

The "Other Funds" in the budget comprise contributions from diverse sources aimed at specific project needs. The state has provided a \$1,000,000 grant for construction purposes. Health research initiatives contribute \$250,000 for a Cancer Initiative. The Hispanic Federation's support amounts to \$175,000 to support case management initiatives services, with additional funds from another foundation totaling \$15,000 for arts and cultural events. The Rubin Foundation has provided a grant for \$50,000 for a kidney education prevention program. Furthermore, the Food Bank has offered \$60,000 in in-kind food donations, and the Food Pantries of the Capital Region have provided \$27,000 in in-kind services. The organization is committed to raising \$28,000 this year. These funds are pivotal in supplementing the main budget for comprehensive program implementation.

**Explain why ARPA funds are needed to complete the proposed program/project. Would the proposal be possible without ARPA assistance? Describe how your proposal would be impacted if you are awarded a smaller grant than requested?**

ARPA funds are crucial for CDL to fully implement its program, with a \$350,000 allocation essential for personnel, supplies, and mental health services. Absence of these funds would severely impact the project's reach, affecting the expansion to serve 80 families weekly and providing behavioral health services to 500 individuals annually. This would exacerbate existing health disparities in Albany County, marked by food insecurity, homelessness, increased hospital visits, and rising violence. If a smaller grant is received, CDL would need to scale back its objectives, reducing services to families and limiting the scope of educational activities, thereby diminishing the intended community impact.

**ARPA funds must be expended by December 31, 2026. Please describe how your project will be sustained if it will continue beyond this date.**

To sustain its initiatives beyond December 31, 2026, CDL has a structured plan in place to secure the necessary resources. This plan includes leveraging existing partnerships and exploring new funding opportunities, as detailed below:

**Strengthening Relationships with Regional Food Networks:** As a member of the Food Pantries of the Capital Region and a recipient of assistance from the Regional Food Bank of Northeastern New York, CDL will work to deepen these relationships. This includes seeking additional support through these networks, potentially in the form of increased food supplies or financial aid to enhance the capabilities of the Culturally Responsive Food Pantry.

**Engaging with Foundations and Private Companies:** Recognizing the growing need for culturally relevant food and mental health services, CDL will actively pursue funding from foundations and private companies. This will involve presenting the success of their initiatives and demonstrating the impact of their services on the community. CDL will highlight how their work aligns with the corporate social responsibility goals of these organizations, especially those focused on community support, diversity, and inclusion.

**Grant Applications and Proposals:** CDL will continue to identify and apply for relevant grants that support food security, mental health, health disparities, and community-based services. This includes local, state, and federal grants, as well as those offered by private foundations. Tailored proposals will be created to showcase CDL's achievements and the ongoing need for their services in the community.

**Community Fundraising and Awareness Campaigns:** CDL will engage in community-based fundraising efforts, including organizing events and awareness campaigns. These campaigns will not only raise funds but also increase visibility for CDL's work, potentially attracting new donors and partners.

**Expanding Outreach to New Donors and Partners:** CDL will broaden its outreach efforts to include new potential donors and partners, particularly those interested in supporting immigrant communities and cultural inclusivity.

By implementing these strategies, CDL aims to secure the necessary funding to sustain and expand its critical services, ensuring continued support for the Hispanic and Latino and other people of color in the Albany County.

**List any project partners/subrecipients:**

For Capital District LATINOS's proposed project, there are no subrecipients involved. The project features collaborations with several partner organizations and agencies that provide diverse expertise and resources, enhancing the project's effectiveness. These partners include Dr. Lina Hernandez, NYS of Health Center for Community Health, Hispanic Federation, St. Peter's Health Partners, Cornell Cooperative Extension, Healthy Capital District Initiative, health insurance providers like MVP Health Care, UNITED, and AETNA, Alzheimer Association, RISSE, Catholic Charities, NYSUT, Albany Medical College, and the Regional Food Bank of the Northeastern. These collaborations enrich the project with a wide range of skills and support in healthcare, nutrition, education,

insurance, and food security.

**Please list any matching funds:**

Capital District LATINOS has two sources of matching funds for their project. Firstly, they received \$60,000 worth of food annually from the Food Pantry of the Capital Region, which can be reported as in-kind matching. Additionally, they have a small grant of \$15,000 from the Redlich Horwitz Foundation, which can also be matched to the grant. CDL also benefits from the services of over 70 volunteers, including professionals like doctors, lawyers, and social workers. The value of the time contributed by these skilled volunteers can also be considered as part of the matching funds for the project.

**Tax Information or Additional Information**

**Please upload Federal tax returns for tax year 2019**

- [Annual-Filling-2019.PDF](#)

**Please upload Federal tax returns for tax year 2020**

- [CDL-2020-Char-500.pdf](#)

**Please upload Federal tax returns for tax year 2021**

- [CDL-2021-Char-500.pdf](#)

**Please upload Federal tax returns for tax year 2022**

- [CDL-2022-Char-500.pdf](#)

**Please upload IRS Form W-9**

- [Form-W-9-CDL-2023.pdf](#)

**(OPTIONAL) please feel free to upload anything which you feel would strengthen your application.**

- [CDL-Impact-Report-2022.pdf](#)

**Risk Assessment:**

**Has the organization adopted and/or implemented policies relating to: records retention, conflict of interest, code of ethics, and/or nondiscrimination policies**

Yes

**If you selected "Yes" above, please specify:**

Yes, Capital District LATINOS has implemented a comprehensive set of policies to ensure ethical and fair practices within the organization. Records Retention Policy: CDL has established a robust records retention policy, complemented by a digital platform designed to securely and efficiently manage all client information. This system ensures the organized storage and easy retrieval of records, adhering to legal standards and best practices in data management. Conflict of Interest Policy: As an affiliate of Acacia Network, CDL adheres to Acacia Network's conflict of interest policies and procedures. This policy is designed to prevent any potential conflicts of interest and maintain the integrity of the organization's decision-making processes. It ensures that all decisions are made in the best interest of the community served and the organization, devoid of personal gain or bias. Code of Ethics: CDL follows Acacia Network's code of ethics, which outlines the standards of conduct expected of its employees and volunteers. This code serves as a guide to ethical decision-making, emphasizing honesty, integrity, and transparency in all organizational activities. Nondiscrimination Policy: CDL has a firm nondiscrimination policy in place. The organization is committed to providing services and employment opportunities without discrimination based on religion, color, cultural background, or other personal characteristics. This policy is a testament to CDL's commitment to inclusivity and respect for diversity, ensuring that all individuals are treated with fairness and dignity. These policies collectively ensure that CDL operates with the highest standards of ethics, integrity, and legal compliance, fostering a transparent, fair, and inclusive environment for both its clients and staff.

**Is the organization properly insured?**

Yes

**If you selected "Yes" above, please specify the types of insurance held and the limits:**

Yes, the organization is properly insured. The Certificate of Liability Insurance dated February 15, 2023, indicates that Capital District LATINOS is covered by various insurance policies through Admiral Insurance Company. These include Commercial General Liability with an each occurrence limit of \$1,000,000, and a damage to rented premises limit of \$250,000. Additionally, the certificate outlines coverage for Personal and Advertising Injury, General Aggregate, Products-Comp/Op Agg, and other areas. The specified limits and coverage types are detailed in the document, ensuring comprehensive protection for the organization's operations.

**Does the organization have a financial management system?**

Yes

**If you selected "Yes" above, please specify:**

Yes, CDL possesses a financial management system known as Pay-EZ. This platform is essential for managing the organization's financial transactions, budgeting, reporting, and overall financial governance. Pay-EZ ensures that CDL upholds high standards of financial integrity and accountability, a crucial aspect for effective management and compliance, especially when dealing with diverse funding sources such as federal grants. This system supports CDL's commitment to transparent and responsible financial practices, vital for its success and sustainability.

**Has there been any change in your organization's key staffing positions in the last 2 years?**

No

**Has the organization previously done work for the Federal government (i.e. Is the entity experienced in managing Federal funds)?**

Yes

**If you selected "Yes" above, please specify:**

Yes, Capital District LATINOS, as an affiliate of Acacia Network, is experienced in managing Federal funds. The organization's back-office operations, including Finance, Procurement, Human Resources, and Technology, are managed by a centralized office that boasts over 25 years of experience in handling federal funds effectively and efficiently. This centralized office has a proven track record of managing these funds without any discrepancies or findings, indicating a high level of expertise and reliability in federal fund management. Furthermore, CDL itself has experience in administering funding sources that originate at the federal level. This experience is crucial as it demonstrates CDL's capability to adhere to the strict compliance and reporting standards that typically accompany federal funding. The organization's affiliation with Acacia Network, known for its adept handling of federal funds, further strengthens CDL's capacity to manage such funds proficiently. This background ensures that CDL is well-equipped to handle the complexities and responsibilities associated with managing federal government funds.

**Certifications**

**Acknowledgment 1**

I Have Read and Understand the U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds (see below link)  
U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds:  
<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

**Acknowledgment 2**

Should the County Allocate ARPA Funds, I am Able to and Pledge to Adhere to ALL Compliance and Reporting Requirements of the U.S. Treasury as it relates to any State and Local Fiscal Recovery Funds

**Acknowledgment 3**

I Understand the County Will Contact me if/when Additional Information is Needed and that Information will be Promptly Provided to the County to Support Reporting Requirements

**Acknowledgment 4**

If for Any Reason I am Unable to Comply with the U.S. Treasury's Compliance and Reporting Requirements I will Immediately Notify the County in writing by email or letter

**Acknowledgment 5**

All Information Submitted in this Application is True & Accurate

#### **Electronic Signature Agreement**

I agree

By checking the "I agree" box, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

#### **Type name**

Migdalia "Micky" Jimenez