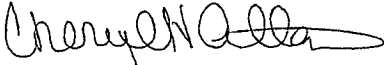




COMMUNITY ACTION  
OF SOUTHERN KENTUCKY

MEMORANDUM

**TO:** Local Recipient Organizations & Applicants  
**FROM:** Cheryl H. Allen, CEO/Executive Director   
**DATE:** December 16, 2013  
**RE:** Emergency Food and Shelter Program **State Set Aside Phase 31** Funding – Simpson County

I am pleased to advise we have received notice of State Set Aside Phase 31 Emergency Food and Shelter Program (EFSP) funding:

County	Allocation Phase 31	Administrative Fee*	Available for Benefits
Simpson	\$4,480	\$90	\$4,390

\* Please note that the administrative fee is not available for individual entities.

A press release has been sent to notify the public of this award.

The attachments include an Application Checklist and Acknowledgement, Application, Funding Request Form, Local Recipient Organization Certification Form, a copy of the Local Board Appeals Process, and the Phase 31 Addendum to the Phase 30 Responsibilities and Requirements Manual, and Phase 31 Key Changes, Program Clarifications, and Reminders.

All Phase 31 applicants/Local Recipient Organizations (LRO) will be required to read, understand and abide by all rules in the Phase 31 Addendum and Phase 30 Manual. All Phase 31 funds will be awarded according to the Rules and Regulations outlined in the manual.

To be considered for funding, the Local Board must receive an original application plus one copy, attachments, along with the original Local Recipient Organization Certification Form **no later than 4:00pm, Central Standard Time, on Monday, January 6, 2014. Late or incomplete applications will not be accepted.** Please mail or deliver the completed application to EFSP c/o Community Action of Southern Kentucky, 921 Beauty Ave., PO Box 90014, Bowling Green, KY 42102-9014.

Please contact April Owens with Community Action (782-3162) if you have questions. Because of limited funds, I encourage collaborative and realistic planning to meet the many emergency needs of our residents based on available funding levels.