

Attachment A - Statement of Real Services, Benefits, Assistance or Program Activities

Local Presence

CFC regulation 5 CFR § 950.202(a) requires a local CFC applicant provide real services, benefits, assistance, or program activities at the local, adjacent, or statewide level. A schedule of these services is required in Attachment A of the application. Services that are provided in a foreign country or in an area other than that of the geographic area covered by the campaign or campaigns to which the organization is applying do not qualify. For example, a charity that is located in New York City but provides services exclusively in Mexico, does not meet the local eligibility criteria. The organization should consider submitting an application to participate in the International section of the CFC Charity List.

Number of Beneficiaries

To the extent possible, applicants should document the number of beneficiaries of each service it provides. This information may assist the CFC in determining that the level of the activity is not de minimis. Per CFC Memorandum 2006-22, de minimis services or benefits will not be accepted as a basis for qualification as a statewide organization.

Services Provided by Other Entities

Schedules which describe activities conducted by an entity other than the applicant, such as a chapter or a support group, must include information documenting the applicant's role in the delivery of the service. Details may include items such as whether the chapter is funded by the applicant or how the applicant assisted in the delivery of the service. Applications that fail to include a description of how the applicant, itself, provides service may result in a denial.

Services Provided in One Location

Statewide organizations may provide services in one location, but have beneficiaries from other areas in the state. If an organization can document the services are subsidized or were provided free-of-charge, and list the value of those services to each of the beneficiaries, then the service to the beneficiary may be considered a service in the county of the beneficiary's residence, similar to a financial grant or scholarship. For example, a medical institution providing free housing to family members of the patient during the length of the patient's stay should list the location of the medical institution, the county/state of residence of each beneficiary, the dates of service, and the value of the housing provided to each beneficiary's family members. If the service to beneficiaries is not de minimis, it may count as service in the county.

Media-Related Activities, Research and Reports

Just as the mere dissemination of information does not constitute a real service, similarly an organization's role in providing information to the media, such as authorship of an article for a newspaper, magazine, or journal, or serving as an interviewee or reference for a television news program, or the authorship of a book, does not in itself constitute a real service for CFC purposes. Likewise, the production and/or distribution of information, such as a report based on research, surveys conducted by the applicant organization, or publication of a policy position paper, does not, in itself, constitute an eligible service.

With regard to media-related activities, research, and reports, the applicant must describe the manner in which beneficiaries requested or used the document or information in order to establish the provision of a real services, benefit, assistance, or program activity.