

Are you an organization utilizing volunteers to distribute food? Apply for up to \$10,000 to support your volunteer programming!

Throughout the pandemic, organizations and their volunteers have been responding on the front lines. NYC Civic Impact Funding (CIF) provides NYC-based organizations distributing food with support, coaching, and funding to support their volunteer programming. You can view the RfX [here via PASSPort's public portal](#), but you must have a PASSPort account in order to participate! It's not too late to register for a PASSPort account if your organization does not yet have one.

Organizations already registered for PASSPort should have gotten a notification of the application with a link via email, so check your Spam folder if you haven't received one. Alternatively, you can follow these directions to find the application and submit an acknowledgment:

Log into PASSPort. From the top navigation bar, click on RfX and "Browse All RfX". In "Keywords" you can enter either "Civic Impact Funding" or the EPIN 00222N0009 and press search. Once you've reviewed the RfX information, if you're interested in submitting a response you have to submit an acknowledgment of receipt. On the left hand navigation column, click on "Acknowledgment" then "I acknowledge receipt of this RFP." Then you can check off "WILL RESPOND: out intent is to respond to this RfX" and "Valid" to complete. On the "View RfX" tab, if you click "Other Actions" and "Download all contents related to this RFP", you can download a copy of the RfX and work on the RfX outside of the PASSPort system. Just ensure that you are completing all materials and submitting on PASSPort - we are not able to receive any materials via email.

From there, you can click on the "Manage Responses" tab and the pencil icon to the left of 00222N0009-NYC CIVIC IMPACT FUNDING to access, complete, and submit your response!

A more detailed guide (with screenshots) on this process can be found [here \(PASSPort Vendor User Manual\)](#) - Page 16 is the first page that starts to explain how to find this opportunity on PASSPort.

Applications are due on February 2nd at 2:00 pm. This is a longer application period than we have allotted in previous years for CIF, and we are excited to read your applications!