

Los Angeles

# Emergency Food and Shelter Program

Local Board

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## Emergency Food and Shelter Program - Phase 27

### Appeals Process Policy

Any agency not selected for funding has a right to appeal, provided that your appeal is based upon Board violations of program regulations, such as a new agency being deemed ineligible when they should have been deemed eligible for funding or errors on the part of the Board or staff.

Your written appeal must be submitted within fifteen (15) days from the date of your award letter. You will have the opportunity to present your appeal to the Appeals Panel of the Board. The Appeals Panel will present its recommendation to the full Board for its approval. You will be notified in writing on the outcome of your appeal.

All appeals should be submitted to the following:

**Elizabeth Heger, EFSP Director**  
**Emergency Food and Shelter Program**  
**523 West 6<sup>th</sup> Street, Suite 345**  
**Los Angeles, CA 90014**

Appeals will not be heard on the following basis:

- Funding level
- Incomplete application – It is the agency's responsibility to ensure all pages are intact when submitting your stapled original copy. The Local Board staff will not be responsible for any incomplete application once it is submitted.
- Late submission of application

**Reviewed and agreed upon by the Executive Director (or similar authority):**

\_\_\_\_\_  
Executive Director (or similar authority)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name



c/o United Way

523 W. Sixth Street, Suite 345 • Los Angeles, California 90014 • (213) 808 - 6610 • FAX (213) 808 - 6532

[www.losangelesefsp.org](http://www.losangelesefsp.org)

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