



Applicant Defined Grant

Request for Proposals

RFP Issued
October 14, 2019

Applications Due
December 6, 2019

Background

The St. Louis City Senior Fund was created by a voter supported ballot initiative in November 2016. The approved legislation allows the City of St. Louis to levy and collect a property tax of five cents per hundred dollars of valuation, “for the purpose of providing services to persons sixty years of age or older.”¹

Our vision is for the City of St. Louis to be an aging-friendly city where older residents can age in place.

We support this vision by providing grants to local nonprofits and government entities to help older adults age in the home and community that best serves their needs and interests. All grants from the Senior Fund are directed to serve residents in the City of St. Louis who are 60 years or older. We primarily offer funding support through two types of grants:

Fund Defined Grants

Funding awarded to address needs of older St. Louis City residents that fall within specific focus areas determined by the Senior Fund Board based on community needs assessments and other sources.

Applicant Defined Grants

Funding awarded to address an applicant’s determination of organizational or community need that is consistent with the Senior Fund’s vision. This funding is allocated to support innovations in programs, emerging needs, and organizational capacity.

Purpose of this RFP

We recognize that there are a range of needs for older adults and the organizations that serve them that may not always fall under the Senior Fund’s focus areas. We have added a new funding category that provides grants based upon an applicant’s determination of organization and community need.

This funding is allocated to support innovations in programs, emerging needs, and organizational capacity that is *consistent with the Senior Fund’s vision and focused on serving St. Louis City residents who are 60 years or older*. We are seeking proposals for **Applicant Defined Grants** that will begin in our current fiscal year, **FY2020**. Requests are accepted for:

¹ City of St. Louis Ordinance Number 70314

1) Program Support

A specific, connected set of activities or services that may not fall within the Senior Fund's identified focus areas or other open funding opportunities. This can include support for small place-based programs, programs that occur in a specific season, and expansion of established services.

2) Pilot/Innovation Projects

Piloting of a new program or improvement to existing services. This can also include requests for small planning grants to prepare for piloting a program.

3) Capacity Building

Efforts to enhance or improve an organization's delivery of services through developing ability and resources (e.g., technology or equipment upgrades, strategic planning, business plan development, other technical assistance).

Prior to applying, applicants should review the programs and organizations we currently fund. A list of current grantees is posted on our Grants page at stlseniorfund.org.

Current grantees are eligible to apply if they submit a proposal for a program or service that is different from what the Senior Fund currently supports for their organization.

Award Budget and Timeframe

- Organizations can apply for one-year grants up to \$75,000. We anticipate grant requests will range from \$5,000 to \$75,000 depending on scope and structure of services.
- Grants awarded under this RFP will begin in the Senior Fund's current fiscal year, FY2020. Award start dates are scheduled for April 1, 2020.
- The Senior Fund requires that applicants do not request more than 50% of their organization's annual budget. We also prefer that applicants do not request more than 75% of a total project cost, though we recognize that some projects or programs may require higher investment.
- Grants from the Senior Fund cannot supplant existing program and service funding. For existing programs, applicants will need to demonstrate why Senior Fund support is needed (e.g., expansion of current services).

Administrative or Indirect Expenses

Indirect expense represents the project's share of overhead expenses (rent, phone, utilities, etc.) and administrative costs. These are expenses incurred by the applicant organization because of program or service implementation but that are not easily identifiable with a specific project. Examples include executive oversight, accounting, grants management, legal expenses, utilities, insurance, and facility maintenance.

Applicants are allowed indirect expenses of up to 12% of the direct expenses of the project.

Award Limitations

There are some things we do not fund, including:

- Grant Awards to Individuals
- Start-up Organizations
- Loans
- Scholarships
- Travel
- Conferences
- Research
- Special Events
- Film or Video Projects
- Nursing Homes and Assisted Living Facilities

Organization Eligibility

- Any organization that is, or is fiscally sponsored by, a 501c3 or City of St. Louis Governmental Entity.
- Provide services to St Louis City residents 60 years of age and older.
- Have demonstrated capacity to carry out program work funded by proposed grant.
- Have policies and procedures in place to manage finances and can provide documentation of past financials (e.g., audited financial statements, IRS 990, other documentation).
- Fit within the vision of the Senior Fund as stated in the request for proposals.
- Organizations can submit only one Applicant Defined proposal per year as the lead organization.

<p>Proposal Timeline</p> <p>Request for Proposals Released October 14, 2019</p> <p>Applications Due December 6, 2019 by 11:59pm</p> <p>Award Notification March 2020</p> <p>Start Date of Grants April 1, 2020</p>
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Information Session

An informational workshop about this and the Fund Defined Grant RFP will be held:

October 23, 2019 | 3-4:30pm

St. Louis Community College – William J. Harrison Education Center
3140 Cass Avenue
St. Louis, MO 63106

This workshop is optional; potential applicants are not required to attend. If you would like to attend, please RSVP via the event link on our Grants page at stlseniorfund.org.

Application Process

The Applicant Defined Grant application and instructions are posted on our website, stlseniorfund.org. Applications include a proposal narrative, logic model, budget, and supporting documents.

Applications are due by the end of the day, 11:59pm, on **December 6, 2019**.

We prefer your submission to be sent via email to info@stlseniorfund.org. Submissions can also be mailed or delivered to *St. Louis City Senior Fund, 333 S. 18th Street, Suite 200, St. Louis, MO 63103*.

Applications will be reviewed by Senior Fund staff, Program and Grants Committee members, and external reviewers. Funding recommendations will be presented to the Senior Fund's Executive Board to be approved or declined by vote. Award notifications will be given in March 2020 for a grant start date of April 1, 2020.

Reservation of Rights

The Senior Fund reserves the right to reject proposals submitted, to request additional information or clarification from any or all applicants, and/or negotiate changes with applicants at any time before, during, or after the award process. Grant awards are made at the sole discretion of the Senior Fund. No entitlement to funding for any organization at any level is expressed or implied.

Each applicant, in seeking, receiving, or possessing a request for applications and/or in submitting an application in response does release, indemnify, and hold the Senior Fund and its various employees, representatives, and agents harmless from and against all claims and demands of any and all loss, cost, damage, or liability of whatever nature, which may be asserted against or imposed against the Senior Fund as a result of issuing requests for applications, making any revisions thereto, conducting a selection process and subsequent negotiations, and making a final recommendation and/or entering into a grant agreement. The Senior Fund will not be responsible for any expenses incurred in the preparation or presentation of any proposal.

Questions

Please contact us with questions about this request for proposals or any other information regarding the St. Louis City Senior Fund. The primary contacts are:

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