



Fund Defined Grant

Request for Proposals

RFP Issued
October 14, 2019

Letters of Intent Due
November 8, 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

Needs assessment data obtained from older adults, senior service providers, and other sources informed the Senior Fund’s initial focus areas: fall prevention, economic security, homemaker chore services, and social isolation. Additional funding priorities will be added over time. The Senior Fund Board is committed to reassessing funding focus areas every three to four years.

We are currently seeking proposals for **Fund Defined Grants** that will begin in **FY2021** for programs and projects that address one of two areas of need:

1) Economic Security

With this focus area, the Senior Fund aims to help older adults be more economically secure by increasing their income and/or reduce their expenses. Our goal is to help

¹ City of St. Louis Ordinance Number 70314

older adults receive resources that help meet their basic needs, at a minimum, as defined by tools such as the Elder Economic Security Standard Index.²

Grants for this funding area were first distributed in FY2019 and remain active. Currently supported programs include National Council on Aging's BenefitsCheckup sites, financial coaching and education, home weatherization and utility assistance, and support for moving to subsidized apartments.

We are seeking applicants to expand the types of programs and other resources supported under this focus area. Prior to applying, applicants should review the programs and organizations we currently fund. A list of grantees is posted on our Grants page at stlseniorfund.org.

Current grantees within this focus area are only eligible to apply if they submit a proposal for a program or service that is different from what the Senior Fund currently supports.

2) Homemaker Chore Services – Seasonal Exterior Maintenance

With this focus area, the Senior Fund aims to assist older adults with IADLs (Instrumental Activities of Daily Living). These services are primarily for older adults in situations where they need some support but have limited financial resources or assistance from family or friends. Our goal is to help older adults to continue living in the home they choose.

Grants for this funding area were first distributed in FY2020 and are currently active. For this funding round, we are specifically seeking proposals that will help older residents with seasonal exterior home maintenance (i.e., fall/spring yard work, mowing, snow removal, gutter cleaning, touch-up painting). Current grantees within this focus area are only eligible to apply if they submit a proposal for a program or service that is different from what the Senior Fund currently supports.

Proposals can address one or many seasonal maintenance needs and may be focused on a specific geographic area or city-wide. Applicants can determine eligibility criteria for clients, but we will be looking for emphasis on residents that cannot carry out these activities due to limitations with physical and/or financial resources.

² National Council on Aging and The Gerontology Institute, University of Massachusetts Boston. Elder Economic Security Standard Index. Accessed at: <https://www.ncoa.org/economic-security/money-management/elder-index/>

Award Budget and Timeframe

- Organizations can apply for multi-year grants (up to 3 years) for up to \$100,000 per year. We anticipate grant requests will range from \$15,000 to \$100,000 per year depending on scope and structure of services.
- The first fiscal year for awarded grants will be FY2021: July 1, 2020 to June 30, 2021.
- 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 and priorities of the Senior Fund as stated in the request for proposals.
- Organizations can submit only one proposal per focus area as the lead organization.

Proposal Timeline

Request for Proposals Released

October 14, 2019

Letter of Intent Due

November 8, 2019 by 11:59pm

Invitations Sent for Full Proposals

January 2020

Full Proposals Due (*invitation only*)

March 9, 2020 by 11:59pm

Award Notification

May 2020

Start Date of Grants

July 1, 2020

Information Session

An informational workshop about this and the Applicant 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

Step 1: Submit a Letter of Intent (due November 8, 2019)

Applicants are required to submit a letter of intent. Letters of Intent will be reviewed by Senior Fund staff and Program and Grants Committee members; invitations to submit a full proposal will be sent to selected organizations.

Instructions for your letter of intent are available on our website, stlseniorfund.org.

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.*

Step 2: Receive Notice of Invitation for Full Proposal

Step 3: If Invited, Submit a Full Proposal (due March 9, 2020)

Full proposal applications and instructions are posted on our website. Applications should include a proposal narrative, logic model, budget, and supporting documents.

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 May 2020 for a grant start date of July 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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