



Request for Proposals

Questions from Applicants

Below is the list of questions we have been asked by applicants as they prepare proposals and our responses. This list will be updated as we receive questions for our current funding round. Senior Fund staff are available to consult on applications throughout the process; you can schedule a time with our team or find our email and phone number here: <https://stlseniorfund.org/contact/>.

Q&A for RFPs Released in Fall 2019

Q: If you are only funding a portion of a program, what should be reflected in the logic model? If they are getting other services that you are not supporting should it be in the logic model?

A: It depends on the program and what you are asking us support. For example, if you're asking for funding to support a home repair program, we would expect to see the all the key elements of the home repair program outlined in the logic model, even if a grant from the Senior Fund would only cover 20% of the total program costs. We do not expect you to outline all the services your organization provides, just what is relevant to the grant. You can email or call us if you'd like further feedback on this.

Q: Just to clarify, you do not need to submit a letter of intent for Applicant Defined Grants?

A: Correct. You only need to submit a letter of intent for Fund Defined Grants (i.e., this round that means if you are submitting a proposal for a Fund Defined Grant focused on Economic Security or Homemaker Chore – Exterior Maintenance).

Q: I noticed medication assistance was listed as a need identified in a past survey of residents. Can we apply for funding to help subsidize medications for City residents?

A: Yes. This request could fit under a Fund Defined Grant for the Economic Security focus area or an Applicant Defined Grant.

Q: Applicant Defined Grants are only for one year. Can an organization apply for another Applicant Defined Grant in the following year?

A: Yes. Organizations can apply for an Applicant Defined Grant as the lead organization once a year. Receiving an Applicant Defined Grant in FY20 does not preclude you from applying for an Applicant Defined Grant when RFPs are released for FY21.

Q: Under Fund Defined Grants, are you only accepting applications for exterior maintenance not interior?

A: Yes. Under this current RFP we are seeking organizations to provide exterior home maintenance services, with emphasis on maintenance. We do not currently have the funds to support full roof repairs, building new fences, or other major repairs or additions to a resident's property.

There are existing grants we support for minor home repairs to reduce fall risk that do include some exterior work, primarily railings and when funding allows, ramps. These organizations can be good potential partners to collaborate with.

We are seeking applicants that will address one or many exterior maintenance needs such as mowing, other yard work, gutter cleaning, minor repairs (e.g., paint touch up, a portion of a fence). For minor repairs, emphasis on issues that may lead to citations or other challenges for a resident to remain in their home is encouraged. If you are unsure a service applies, please contact our team to discuss.

Q: Are there currently any organizations that focus on hoarding in the City?

A: Some organizations may help residents with hoarding if it ties to threat of an eviction (e.g., Legal Services of Eastern Missouri) or other issues. There is not an organization to our knowledge that identifies hoarding as one of the primary issues they address.

Q: Can current grantees apply?

A: Yes. Organizations that have current contracts can apply for either funding opportunity if it is different from what the Senior Fund already supports for their organization. If you have funding needs related to your current contracts with the Senior Fund, please contact our team to discuss.

Q: Can we submit for two different types of capacity building efforts under the same proposal?

A: Yes. Under one proposal you can submit a request for support for two different efforts that relate to your organization's capacity to deliver services if you deem both efforts are needed at this time. We recommend that you clearly delineate needs and expenses related to each effort in your proposal.

Q: Under Applicant Defined Grants, will you support capital improvement projects?

A: Not at this time. While we understand capital needs (i.e., construction, expansion, renovation, or replacement of existing facility or facilities or other permanent structures) can affect delivery of services, this funding category is not intended to support those projects.

We do appreciate hearing about your capital improvement needs. This helps us match funding opportunities from other funders to needs in the City of St. Louis, as well as plan our budgets for future fiscal years.

Q: For Fund Defined Grants, can we apply to address both focus areas under one proposal?

A: Yes. Per our RFP, you can address both focus areas as the lead organization. The maximum budget for your proposal is \$100,000 per year. We recommend that you clearly delineate how you intend to address each area, rationale addressing both focus areas, and a clear description of your budget estimates.

Q: We are considering addressing the Homemaker Chore Exterior Maintenance Category. Can we apply for funds to support a one-day annual event?

A: Yes, depending on what you seek to address. The intention of this funding round is to address exterior maintenance needs of older St. Louis City residents; some of these needs may occur once per year, once per season, or on a bi-weekly basis within a season.

A one-day event can potentially address annual maintenance needs. Carefully consider the need you would like support for, including what you are not able to address with your current resources and what are the needs that can be reasonably addressed within the constraints of your annual event. Make sure to include information on what you have learned from past experiences that is informing your request for support.

Q: Are there any particular priority issues you are hoping to address with your Applicant Defined Grants?

A: We created this funding category to allow an opportunity for organizations to address community needs that may not fall within our current focus areas. So in general we do not have particular priority issues we are seeking to address with this funding round, however we will prioritize consistent community needs that are regularly identified through various sources, many of which were listed in our grant workshop held in October 2019 and posted on our website, under Meetings and Resources.

Q&A from Previous Funding Rounds

Q: If we receive funding in a previous year, can we apply for funding in new focus areas?

A: Yes.

Q: Is the budget timeline supposed to match the calendar year?

A: Unless otherwise stated in the request for proposals, the timeline typically aligns with our fiscal year which is July 1 through June 30. FY19 Grants: July 1, 2018 – June 30, 2019. FY20 Grants: July 1, 2019 – June 30, 2020. FY21 Grants: July 1, 2020 – June 30, 2021.

Q: Do you only fund new programs?

A: We fund new programs and existing programs that expand services.

Q: Our organization provides all the services listed in your priority funding focus areas. Could we apply for any or is there one that you think you don't have enough applicants in?

A: Only one application can be submitted per organization for each funding round. We won't know how many applicants we have in a specific focus area until we receive all applications, so we cannot tell you which focus area to choose if you are deciding between two. Focus on what needs are most pressing for the clients you serve that you currently do not have resources to support.

Q: Can we put our own experience with working with low income seniors in the application under the description of community needs in Section C?

A: Yes. The Board welcomes the information you can provide since you are the experts in your field.

Q: How do we navigate the Diversity Equity and Inclusion section of the application? Our organization currently works at improving this.

A: The Diversity Equity and Inclusion section of the application is a new section that was recently included in version 2.0 of the Common Grant Application. There are no right or wrong answers. Your answers will provide a valuable perspective to your capacity to address these issues. Please refer to the Common Grant Application User Guide for more information.

Q: When I list our other grant funding in the revenue section of the budget, do I list the other grants we receive as revenue?

A: Yes. You will need to list all your revenue sources for the project you are applying for with the Senior Fund. This demonstrates where your funds are coming from and what costs are still needed that the Senior Fund will cover. List those grants that are committed in the committed column and those that are pending (e.g., applied for but have not received confirmation) in the pending column.

Q: Can we submit a draft application?

A: No, but you can schedule time to meet in person or via phone with our team to discuss questions you may have regarding your application at least a week prior to the application deadline.

Q: Will the Senior Fund pay for in-home services?

A: We do not pay for in-home health care services, but some programs we support are provided within a person's home. We current support grants focused on fall prevention, economic security (NCOA benefit check-up, utility assistance, weatherization), social isolation, and homemaker chore services. Homemaker chore services consist of services that assist with Instrumental Activities of Daily Living (IADL's), some services may be provided in a client's home.

Q: We are interested in applying for a fall prevention grant. If we already do a fall risk assessment could the Senior Fund provide examples of how to expand the service?

A: Organizations could utilize the funds for another case manager, for an Occupational Therapist, for a contractor to make home modifications, and/or to pay for equipment. Whatever you need to do to improve your current program and/or serve more people could be opportunities to request funding.

Q: We've never done the NCOA benefits screening, can we get a training?

A: Yes, we will provide training on how to use the assessment tool for case management at no cost to your organization.

Q: Does it need to be a social worker who does the NCOA BenefitsCheckup assessment or can it be a nurse case manager?

A: It can be a nurse case manager.

Q: What are the income guidelines for client eligibility?

A: It's based on YOUR program's policy. If you would like additional resources for considering income guidelines, we often refer to the [Elder Economic Security Standard Index](#). This index estimates the annual income needed to meet basic needs. The index is a conservative estimate of need and does not include "extras" such as meals out, entertainment, gifts, or unplanned expenses.

Q: Is there a limit on the funds that you can spend per person?

A: It is based on your organization's policy for your program and the type of services you are providing as to what spending limits you set per person. We will look for an explanation in your application and budget narrative as to how you arrived at estimated spending amounts.

Q: If a grant is only for a year, do you stop bringing in clients, so you can do the six-month or three-month follow up evaluation?

A: You will need to build that in your timeline. Some follow-up evaluation could occur after the end of the first year if you have the capacity to complete it.