

CALL FOR GRANT REVIEWERS

FOCUS: Older Adults in St. Louis City

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 to support services for older City residents, managed by the Senior Fund.

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 continue living 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.

EXPERIENCE AND RESPONSIBILITIES

We are seeking individuals to serve as community grant reviewers for our upcoming grant review rounds: **October - November 2020** and **March - April 2021**.

Reviewers should be active in the St. Louis community and interested in supporting resources for older residents living in the City of St. Louis.

The role of community grant reviewers is to read, review, and make funding recommendations to the Senior Fund's Program and Grants Committee. As a reviewer, you will work in small teams with Senior Fund staff, board members, and other reviewers. Reviewers will be expected to maintain confidentiality and work with their review team members to document their recommendations and feedback for each application reviewed.



QUALIFICATIONS

Community reviewers should be knowledgeable of the needs and interests of older adults and/or needs and services in the City of St. Louis. Specific qualifications include:

- At least 18 years of age.
- Experience working or living in the City of St. Louis.
- Experience as an older adult (60 years or older) or living or working with older adults.
- Adequate time to devote to reviewing assigned grants and scheduled meetings.

STIPEND

The Senior Fund will provide stipends to reviewers in recognition of their time (\$75 per completed grant application review).

We will also assist reviewers with barriers to participation as needed (e.g., caregiving responsibilities for training and grant review meetings, technology assistance).

All reviewers will be asked to report any conflicts of interest with applicants; individuals affiliated with applicant organizations are not eligible to serve on a review team for which the organization's application is assigned.

The Senior Fund aims to select a diverse pool of reviewers to ensure that there is a broad range of community expertise and insight during the review process. Reviewers will be selected based on their interests and experience, with consideration also given to the pool of reviewers being as representative of City residents as possible.

TIME COMMITMENT

1. *One-on-one or group virtual training* (up to 1 hour).

2. *Proposal Review*

Each reviewer will read 4-6 proposals (estimated 45-60 min/proposal). Proposals are available printed or electronically. Reviewers will take notes on the strengths and weakness of a proposal based on criteria provided by the Senior Fund and determine funding recommendations prior to the review day.

3. *Grant Review Session (via computer or phone)*

Reviewers and Senior Fund staff will discuss the proposals and recommendations during a grant review session. Review sessions will last approximately two hours. Reviewers must be available for the duration of the review. (To be scheduled based on reviewer availability)

Terms for reviewers are for up to one year (two grant review rounds) with opportunity to renew for at least one additional year.

HOW TO APPLY

Complete the application form available on our website:

stlseniorfund.org/grants

Submit application online or via email to

info@stlseniorfund.org

or mail to St. Louis City Senior Fund, 333 S. 18th Street, Suite 200, St. Louis, MO 63103 by the deadlines below.

October - November 2020 Grant Review | Applications due by **October 14, 2020**.

March - April 2021 Grant Review | Applications due by **February 5, 2021**.

QUESTIONS?

Contact Stephanie Herbers at 314.535.6964, Ext 24, or sherbers@stlseniorfund.org.