



Applicant Defined Grant

Request for Proposals

RFP Issued
September 1, 2020

Applications Due
October 13, 2020

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 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.

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. Applicant Defined grants provide funding support 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* and can be supported with a one-year grant. We are seeking proposals for **Applicant Defined Grants** that will begin in our current fiscal year, **FY2021**. Requests are accepted for:

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 expansion of established services, addressing an emerging need that an organization cannot currently address, or short-term support for a program that has experienced a recent loss of funding.

2) Pilot Projects

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

¹ City of St. Louis Ordinance Number 70314

3) Capacity Building

Efforts to enhance or improve an organization's delivery of services through developing ability and resources (e.g., technology or equipment purchases, business or evaluation plan development, staff training, other technical assistance). *Note: We do not currently support building repairs, renovations, or construction with this funding opportunity.*

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 project or program 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.
 - We currently have up to \$400,000 budgeted for this funding opportunity.
 - In our FY2020 funding round, grant awards ranged from \$15,000 to \$71,000 with a median grant award of \$30,000.
- 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.
 - For requests that may in part benefit services for clients that are not 60 years or older and St. Louis City residents, we expect that additional funding sources will contribute to total project costs.
- Grants from the Senior Fund are meant to build upon, not take the place of or supplant, existing program and service funding. For existing programs, applicants will need to explain why Senior Fund support is needed (e.g., expansion of current services, loss of funding).
- Grants awarded under this RFP will begin in the Senior Fund's current fiscal year, FY2021. Award start dates are scheduled for January 1, 2021.

Administrative or Indirect Expenses

Indirect expense represents the project's share of overhead expenses and administrative costs. These are expenses incurred by the applicant organization

because of program or service implementation but that are not easily connected to a specific project. Examples include executive oversight, accounting, grants management, legal expenses, office rent, utilities, insurance, and facility maintenance.

Applicants are allowed indirect expenses of up to 12% of the direct expenses of the grant request. Please read our budget guidelines for instruction on calculating indirect costs.

Award Limitations

There are some things we do not fund, including:

- Grant Awards to Individuals
- Start-up Organizations
- Loans
- Scholarships
- Travel That is Not Related to Delivery of Services
- Conferences
- Research
- Special Events
- Film or Video Projects
- Nursing Homes and Assisted Living Facilities
- Building or Land Purchases
- Additions, Renovations, or Repairs to Buildings (unless otherwise stated)

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 or older.
- Have demonstrated capacity to carry out work funded by proposed grant.
- Have policies and procedures in place to manage finances and can provide documentation of past financials when requested (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 fiscal year as the lead organization.

<p style="text-align: center;">Proposal Timeline</p> <p style="text-align: center;">Request for Proposals Released September 1, 2020</p> <p style="text-align: center;">Applications Due October 13, 2020 by 11:59pm</p> <p style="text-align: center;">Award Notification December 2020</p> <p style="text-align: center;">Start Date of Grants January 1, 2021</p>
--

Information Session

An informational session about this and other funding opportunities will be held:

September 9, 2020 | 3-4:00pm

This session is optional; potential applicants are not required to participate. The session will be held via Zoom. If you would like to attend, please RSVP via email to info@stlseniorfund.org.

Slides from the session and Q&A will be posted on the Grants page of our website.

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 **October 13, 2020**. 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*. If you plan to deliver your application, please contact our team at least a day in advance to schedule a time.

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 sent no later than December 1, 2020 for a grant start date of January 1, 2021.

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:

Jamie Opsal
Executive Director
jopsal@stlseniorfund.org
(314) 535-6964, Ext 12

Stephanie Herbers
Program Manager
sherbers@stlseniorfund.org
(314) 535-6964, Ext 24