



**FY2022 Fund**

**Defined Grants**

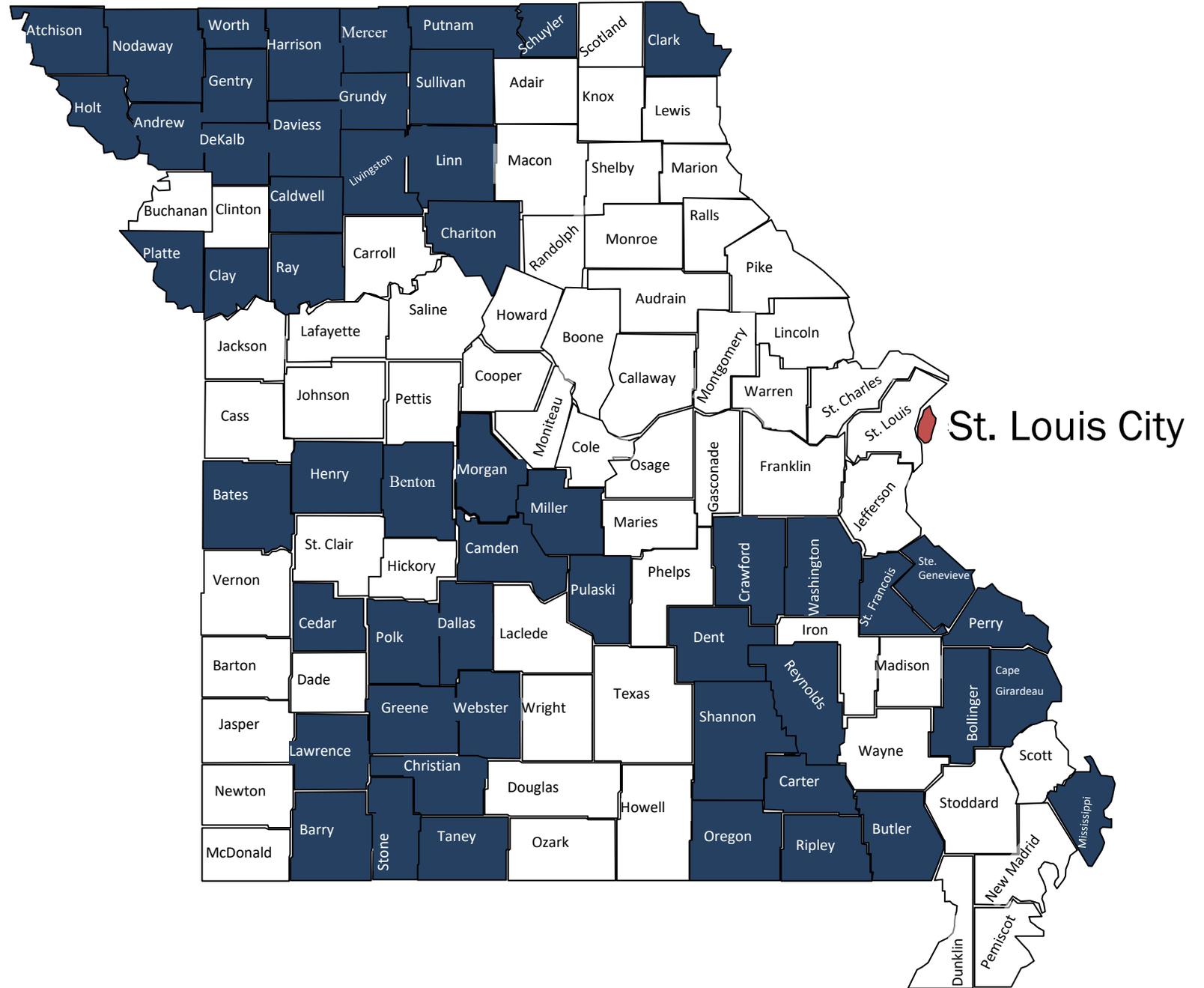
*Housing & Economic Security*

# Outline

- Background on St. Louis City Senior Fund
- Current RFP
- Tips for Applications
- Q&A

**Background**

# Missouri Senior Levy Funds



# Senior Fund's Vision

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

**FY2022 RFP**

*Housing & Economic Security*

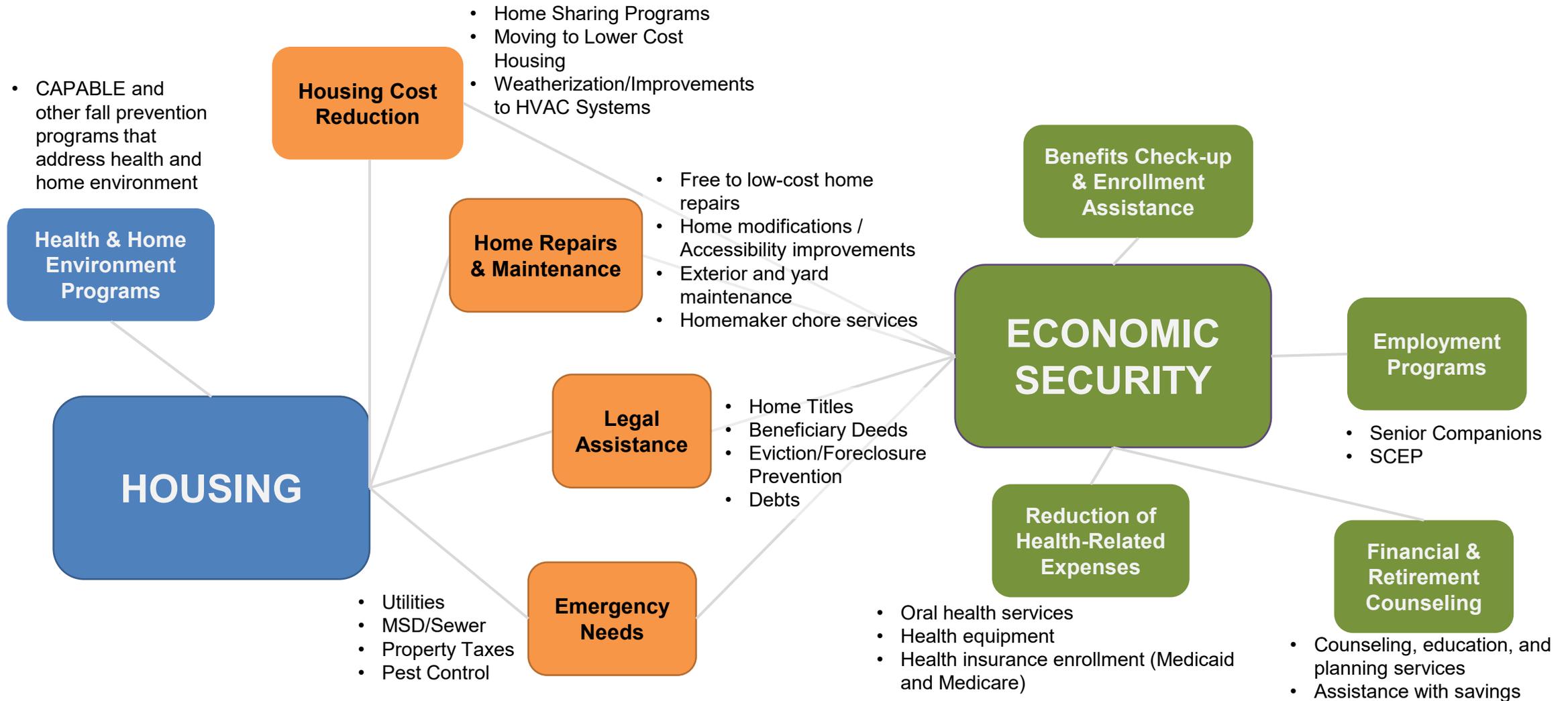
# Purpose of RFP

- We are seeking proposals for Fund Defined Grants that will begin in FY2022 (July 1, 2021 – June 30, 2022) for programs and services that address one of two areas:
  - Housing
  - Economic Security.
- Applicants for this funding opportunity must propose to deliver one or more services to St. Louis City residents 60 years and older.
- We will prioritize support for organizations seeking to improve or expand access to their existing services and programs.
  - Also open to organizations that are experiencing a loss in funding that affects continuation of effective services.

# Focus Areas - Background

- The Senior Fund assesses priorities for new focus areas every year and generally makes a commitment to allocate funding for a specific focus area for at least three years.
- 1<sup>st</sup> Year of Senior Fund Grants—started in July 2018—focused on Fall Prevention & Economic Security.
- After 3 years of funding the first cohort of grants for the Senior Fund, we are continuing Economic Security & shifting from a focus on Fall Prevention to a broader focus on Housing-related needs.

# Focus Areas for New FY22 Grants



# Housing

While not an exclusive list, approaches that we are prioritizing for this funding opportunity are:

- Home maintenance, modifications, and repairs.
- Assistance with immediate needs that affect a client's ability to remain in their home, receive care in their home, or move to a new home.
  - This must be carried out with other direct assistance that helps clients implement a plan to reduce their expenses or other support to address challenges over the longer-term.
- Provision of resources that reduce housing-related expenses.
- Services addressing both health and home environment.
- Direct support to help residents access and coordinate housing related resources.

# Economic Security

While not an exclusive list, approaches that we are prioritizing for this funding opportunity are:

- Assistance with enrollment and receipt of benefits and services that help reduce expenses.
- Assistance with obtaining employment and other income generating opportunities.
- Assistance with past due payments, preferably before threat of disconnection, eviction, etc.
  - This must be carried out with other direct assistance that helps clients implement a plan to reduce their expenses over the longer-term.
- Financial counseling and support that includes direct assistance to help clients achieve their financial goals.

# **Organizational Eligibility & Award Limitations**

# Organizational 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 AND fits within the vision of the Senior Fund.
- 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 when requested (e.g., audited financial statements, IRS 990, other documentation).

# Organizational Eligibility (cont)

- As lead organization, applicants can submit one proposal to this call for funding.
- 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 (i.e., a grant that is continuing into FY2022).

# Award Limitations

- There are some things we do not fund, including:
  - Grant awards to individuals
  - Start-up organizations
  - Loans
  - Scholarships
  - Travel that is not tied to direct service delivery
  - Conferences
  - Research
  - Special events
  - Film or video projects
  - Nursing homes and assisted living facilities

# Award Budget

- Organizations can apply for multi-year grants—up to 3 years—for up to \$75,000 per year.
- The first fiscal year for awarded grants will be FY2022: July 1, 2021 to June 30, 2022.
- The Senior Fund requires that applicants do not request more than 50% of their organization's annual budget.
- The Senior Fund prefers that applicants do not request more than 50% of the total cost for delivery of programs or services for older St. Louis City residents.
- Grants from the Senior Fund are meant to build upon, not take the place of or supplant, existing program and service funding.

# Administrative or Indirect Expenses

- Applicants are allowed indirect expenses of up to 12% of the direct expenses of the project.
- Indirect expense represents the project's share of overhead expenses and administrative costs.
  - Examples include executive oversight, accounting, grants management, legal expenses, rent, utilities, insurance, and facility maintenance.

# Application Process

# Process

- **Step 1: Submit a Letter of Intent** (due March 12, 2021)
  - Applicants are required to submit a letter of intent.
- **Step 2: Submit a Full Proposal** (due April 8, 2021)
  - Full proposal applications & templates are posted on our website.
  - Proposals must include a proposal narrative (application), budget, and supporting documents.

# Process

- **Submissions (both LOI and Full Proposal)**

- We prefer your letter of intent is sent via email to [info@stlseniorfund.org](mailto:info@stlseniorfund.org).
- Submissions can also be mailed or delivered.
  - If you intend to deliver to our office, please contact us ahead of time to schedule a time for delivery.

- **Application Review**

- Applications will be reviewed by Senior Fund staff, Program and Grants Committee members, and external reviewers.
- Funding recommendations will be presented to the Executive Board to be approved or declined by vote. Award notifications will be given in June 2021 for a grant start date of July 1.

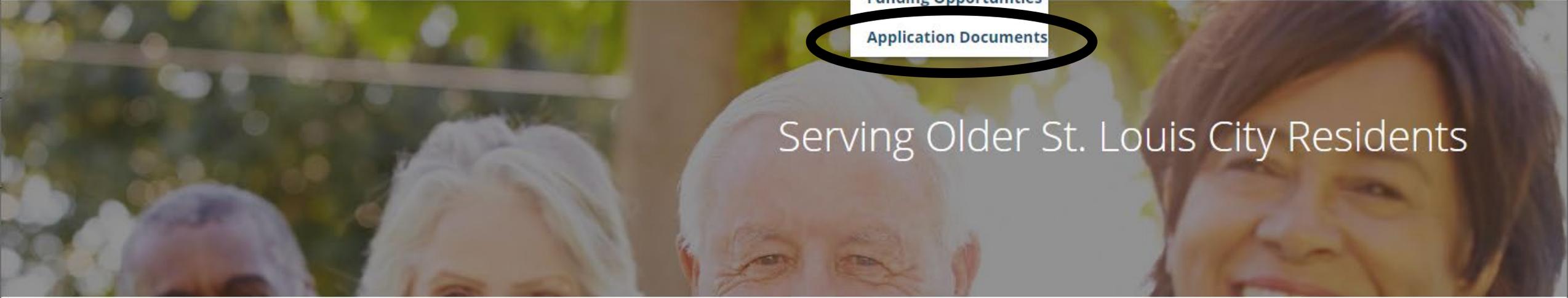
# Letter of Intent

1. Organization Information
  - a) Legal Name and DBA Name (if different from Legal)
  - b) Mailing Address
2. Grant Contacts
  - a) Name, title, phone number, and email address for 1) Agency executive and 2) Primary contact for application.
3. Fiscal Sponsor
  - a) If you plan to use a fiscal sponsor, please indicate with the name of the organization and the contact person.
4. Focus Area Applying For (i.e., Economic Security and/or Housing)
5. Brief Description of Program or Services for Which You Are Seeking Support
6. Brief Description of Who Will Be Eligible for Services
7. Estimated Amount of Request

# Full Proposals

- Application
- Program Budget
- Supporting Documents
  - Current IRS Letter of Determination
  - Board of Directors
  - Letters of Support (if applicable)
  - MOU or Sub-contracts (if applicable)
  - Organizational Financials

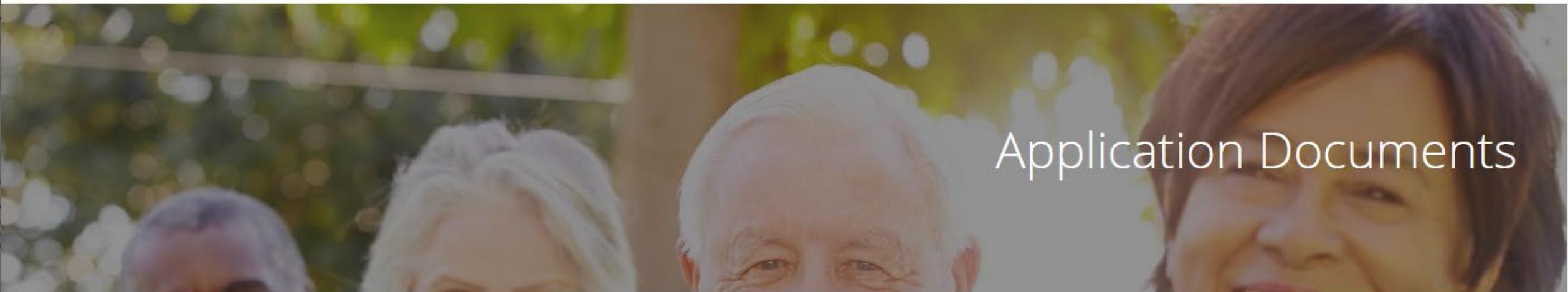
- [Current Grantees](#)
- [Funding Opportunities](#)
- [Application Documents](#)



## Serving Older St. Louis City Residents

*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.



# Application Documents

Below are applications and supporting documents you will need for your proposal submission.

If for any reason you have an issue with opening any of the files or need a different file type, please [contact us](#) and we will assist.

## Fund Defined Grants

[Grant Application for Fund Defined Grants](#) (.doc)

[Budget Template](#) (.xls)

[Funding and Application Guide](#) (.pdf)

[Link to Google Version of Application and Budget Template](#)

# Application Sections

- Cover Sheet
- Narrative
  - Section 1: Organization Information
  - Section 2: Current Clients and Services for Older Adults
  - Section 3: Need(s) Addressed with Grant
  - Section 4: Program Eligibility & Reach
  - Section 5: Program Activities
  - Section 6: Program Impact
  - Section 7: Grant Budget Narrative
- List of Required Attachments

# Timeline

## Letters of Intent Due

March 12, 2021 by 11:59pm

## Full Proposals Due

April 8, 2021 by 11:59pm

## Award Notification

June 1, 2021

## Start Date of Grants

July 1, 2021

# Application Tips

- Review our Application Guide.
- Give reviewers a clear sense of how, and to what extent, you currently serve older adults in the City.
  - If a focus on older adults is new for your organization, state this and indicate how serving older adults in the City with this grant connects to your current (and future) focus for your organization.
- Explain your request in such a way that a reader who knows nothing about how the program is implemented will be able to understand it.
- Single programs or comprehensive services with clear connections to each other will be reviewed more favorably than requests for a variety of unrelated items.

- If you are offering several resources for clients, be sure to clearly state what service(s) every client receives, and which service(s) are provided as needed.
- There should be a very clear link between the activities you describe and what clients receive and how they benefit from them.
  - Most importantly, reviewers want to see how your program connects to helping St. Louis City residents, 60 years and older, continue living in the home and neighborhood that best serves their needs and interests.
- Make sure to spend time on writing your budget narrative to clearly indicate how you reached the amount you are requesting from us.
  - See our application guide for definitions and examples.

**Q&A**

# Questions Received to Date

**Q: Can organizations that currently receive funding from the Senior Fund apply?**

**A:** Yes, just be aware of how your request overlaps with other support from us if you already have committed funding continuing into our next fiscal year.

**Q: Should we ask for three years now or just one year and then request more later?**

**A:** We are committing to multi-year funding from the start. If you intend to carry out services for St. Louis City older adults for the next three years AND you need support from the Senior Fund for three years to do this, then include a 3-year request now.

**Q: Can we ask for different amounts of funding each year or does it need to be the same amount?**

**A:** You can ask for different amounts for different years; just explain how you have arrived at those amounts in your budget narrative and what is affecting the change in the request.

**Questions?**

# Contacts for Our Team

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