



Grant for Senior & Community Centers

Request for Proposals

RFP Issued
December 12, 2024

Applications Due
February 14, 2025

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

We carry out this purpose by providing grants to local nonprofits and government entities that offer programs and services for older adults. 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

Senior and community centers often serve as a hub for older residents to come together for activities that reflect their experience and interests and connect to resources that help them stay healthy and continue living in their home and neighborhood. This funding opportunity is intended to support senior and community centers:

- Located within the City of St. Louis,
- That have defined geographic service areas,
- Have a strong focus on providing programs and services for older adults,
- Are open to the public, and
- Provide free or donation-based services.

Requests will be accepted for **Capital or Technology Improvements**. Funding can be requested for one-time expenses such as planning for facility improvements, building or equipment repairs, and/or purchase of new equipment, technology, or other durable assets that maintain or strengthen a center’s ability to serve older adults and has a useful life of more than one year.

- Planning for capital or technology improvements may involve hiring a consultant for a feasibility study, an architect for the design of significant building improvements, or other contribution towards preparation for significant building or other infrastructure changes.
- Facility improvements may include renovations to improve accessibility, energy-efficiency, or safety or other refurbishments of existing spaces to improve the use or aesthetics of where older residents use programs and services.
- Equipment may include food storage and other kitchen appliances, furniture, computers, audio-visual equipment, or other substantial items needed to carry out services.
 - Grants can be used toward the cost of purchasing new or replacement vehicles, or improvement to existing vehicles, but only for centers who have contracts with St. Louis Area Agency on Aging that include transportation or home delivered meal units.

¹ City of St. Louis Ordinance Number 70314

- Technology may include development of databases to manage data on clients and services, software licenses with a useful life of more than one year, or other needs.

These grants are not intended to fund portions of larger capital projects unless you have the remainder of funding already confirmed. These grants are also not intended to pay for annual costs to lease equipment from a third party or other annual expenses.

Award Budget and Timeframe

- Organizations can apply for one grant award up to \$25,000.
 - Senior Fund currently has up to \$150,000 budgeted for this funding opportunity.
 - We anticipate grant requests will range from \$5,000 to the maximum grant award depending on the scope of the request; we will likely fund six to eight grants.
- 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 the total cost, though we recognize that some requests for the purchase of equipment or facility improvements may require 100% investment due to lack of additional sources.
 - For requests that may in part benefit services for clients that are not 60 years or older and St. Louis City residents, additional funding sources must contribute to total project costs.
- Grants from Senior Fund are meant to build upon, not take the place of, or supplant, existing funding an organization has access to for capital expenses.
- Grant funds cannot be used for reimbursement of capital expenses already completed nor can it be used as contributions toward building or land purchases.
- Grants awarded under this RFP are anticipated to support expenditures beginning in April 2025.
- Grants must be expended within one year of award date. Senior Fund will not extend any grants awarded beyond March 2026.

Administrative or Indirect Expenses

Indirect expenses are not supported with this funding opportunity.

Organization Eligibility

- Senior or community centers located within the City of St. Louis, that have defined geographic service areas, and serve St. Louis City residents, 60 years or older, out of their location.
 - Services provided must be open to the public (i.e., this is not intended to support organizations that provide services based on paid memberships).
 - The site must be recognized as a senior or community center and should offer at least two of the following services for older adults: transportation, home delivered

- or congregate meals, food pantry, social or exercise programs, and/or case management.
- Services and programs for older adults should be free or donation-based services.
- Priority will be given to centers that have older adults represent at least 50% of the people they serve at their site.
- Applicants must be a 501c3 as determined by the IRS or a City of St. Louis Governmental Entity.
- Applicants must have policies and procedures in place to manage finances and can provide documentation of past financials when requested (e.g., financial statements, IRS 990, other documentation).
- Organizations can submit only one proposal for this specific funding opportunity.
- Organizations with active Senior Fund grant awards are eligible to apply if they submit a proposal for funding that is different from what the Senior Fund currently supports for their organization.

Application Process

All applications will be submitted via our online grants management system. You can see a preview of the application and instructions on our website through a link on our [Funding Opportunities](#) page.

Applications are due by the end of the day, 11:59pm, on **February 14, 2025**.

Applications will be reviewed by Senior Fund staff and board members. Funding recommendations will be presented to the Senior Fund’s Board of Directors to be approved or declined by vote. Award notifications will be sent no later than March 31 for a grant start date of April 1.

<p style="text-align: center;">Proposal Timeline</p> <p style="text-align: center;">Request for Proposals Released December 12, 2024</p> <p style="text-align: center;">Applications Due February 14, 2025</p> <p style="text-align: center;">Award Notification March 31, 2025</p> <p style="text-align: center;">Start Date of Grants April 1, 2025</p>

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.

Primary Contact

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