

# CHARLESS FOUNDATION

Request for Proposals for Senior Services

Issued September 1, 2020

Proposals due by 3:00 pm CDT on **Friday, October 9, 2020**

Please apply here: <https://stlgives.org/nonprofits/grants-management/>



## BACKGROUND

The Charless Foundation was formed with the sale of the Charless Home for Seniors in South St. Louis City to Bethesda Health Group in 2006. Founded in 1853 as the “Home of the Friendless,” in its latter years the Charless Home provided independent living, assisted living, and skilled nursing for as many as 116 residents. The Charless Home closed in 2012.

The purpose of the Charless Foundation is “to provide support to other charitable organizations providing services and assistance to promote the health, welfare, and wellness of Missouri Senior Citizens, with an emphasis, where possible, in the South St. Louis City neighborhoods.” Given its history as a residential facility, the Charless Foundation Board is interested in supporting under-resourced older adults in residential facilities and in a range of other senior programming.

Today the Charless Foundation is a component fund of the St. Louis Community Foundation. Please visit our website at [www.stlgives.org](http://www.stlgives.org) for more information.

## PURPOSE

The Charless Foundation is seeking nonprofit partners who work with economically underserved seniors in the St. Louis region, with priority given to those in South St. Louis City and County. Broadly, the goal of these grants is to promote the health, welfare, and wellness of older adults. More specifically, the Charless Foundation is interested in organizations and initiatives that

- Support the needs of older adults in residential facilities,
- Increase the ability for older adults to age in place,
- Provide health and safety resources for older adults, and/or
- Provide social support to older adults.

The Charless Foundation is open to proposals for program, project or initiative funding, general operating support, capacity building, or capital and endowment campaigns.

Grants may range from \$5,000 to \$30,000 per year for up to three years though eligibility for second and third year funding will be based on an annual evaluation and report. Program expansion proposals must address sustainability after this funding is completed. The directors particularly favor applications that demonstrate multiple funding partners as they seek to leverage the Foundation’s assets to strengthen nonprofits working toward the Foundation’s goals.

## TIMELINE

Date	Activity
September 1, 2020	Request for Proposals released
<b>October 9, 2020</b>	<b>Grant proposals due</b>
December 2020	Grants awarded

## ELIGIBILITY

Any nonprofit that is a 501(c)3 and meets the requirements outlined in this RFP may apply for funding from the Charless Foundation. The nonprofit does not have to be physically located in South St. Louis City or South St. Louis County, though preference will be given to programs, projects, or initiatives within these geographical areas.

## APPLICATION

The St. Louis Community Foundation is using the Missouri Common Grant Application 2.0, modified for the Charless Foundation. The application is accessed and completed online at <https://www.grantinterface.com/Home/Logon?urlkey=stlgives>.

Applications are **due by 5:00 pm on October 9, 2020**, submitted to the St. Louis Community Foundation at the above URL.

## QUESTIONS

Please contact us with questions about the Charless Foundation and this Request for Proposals.

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## APPLICATION QUESTIONS

1. Does your organization use another name?
2. Are you using a fiscal sponsor
  - a. Fiscal sponsor Name
  - b. Fiscal sponsor Tax ID
  - c. Fiscal sponsor contact name
  - d. Fiscal sponsor contact email
  - e. Fiscal sponsor contact phone
3. Project Name
4. Type of request
  - a. Capacity building
  - b. Capital
  - c. General Operating Support
  - d. Project/Program Support
  - e. Other – please describe
5. Is this project
  - a. New project
  - b. Expansion of existing project
  - c. Existing project
6. Proposal Summary (100 words or less)
7. Funding period start
8. Funding period end
9. Amount requested
10. Total project budget
11. Organization's fiscal year
12. Geographic area served
13. Board President name
14. Board President phone
15. Board President email
16. Mission statement
17. Organizational History
18. Programs
19. Diversity, Equity and Inclusion - How are the demographics of the community/clients your organization serves reflected in the composition of your staff, board, and/or volunteers? Are there ways that your organization strives to incorporate the perspective of the community/clients your organization serves?
20. Needs Statement
21. Community/Client strengths
22. Client description and number

23. Goals
24. Project/Program Activities - What activities do you intend to engage in or provide to achieve the aforementioned goals?
25. Outcomes - What are the anticipated short and long-term measurable outcomes that would be achieved by this grant?
26. Timeline
27. Partnerships & Interactions - What are the organization's most significant interactions with other organizations and efforts? For project requests, address this question with respect to that project only.
28. Landscape - What other agencies or projects are doing similar work in the region and how are you different?
29. Staffing & Qualifications - Who are the key staff, board members, and/or volunteers who will ensure the success of the project/organization and what are their qualifications?
30. Training Professional Development - What staff, board, or volunteer training and professional development needs are required to implement this project, if any?
31. Fit with Organizational Goals - How does this request fit with your organization's long-term goals?
32. Sustainability - What is your long-term funding plan once funding from this grant ends?
33. Organizational Approach - Describe the extent to which your project/organization is based on evidence-based, best, or promising practices.
34. Evaluation Process - What tools and processes does your organization use to measure whether or not your program is achieving its goals and outcomes?
35. Using Evaluations - How will the evaluation results be used to inform/strengthen future programming and organizational operations?
36. What opportunities for donor recognition are available with this grant?
37. Budget Narrative Justification - After completing the budget template, please provide a description of each line item expense listed on the program/project budget. Indicate whether this is a new expense for your project or if funding is being requested to cover a current/existing expense.
38. Upload Files
  - a. Project Budget
  - b. Organization's Board List
  - c. Income Statement for current fiscal year
  - d. Audited Financial Statements or 990
  - e. Financial Statements (required only if submitting 990)