

Charless Foundation

Request for Proposals

Issued on August 16, 2024

Proposals due by **12:00 pm Central Time on Friday, October 4, 2024**

Proposals may be found at: <https://www.grantinterface.com/Home/Logon?urlkey=stlgives>

ST. LOUIS



**COMMUNITY
FOUNDATION**

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 significantly 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 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. 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 or general operating support for organizations serving older adults. Program expansion proposals must address sustainability after this funding is completed. The Foundation is not considering proposals for education-based programming, organizational capacity building or capital expenses for the organization (ex. purchase of vans) at this time. Capital expenses that allow older adults to remain in their homes, such as home repairs, will be considered.

Grants may range from \$5,000 to \$30,000 per year. Awards for senior centers and food pantries will be limited to \$5,000 per year.

For new applicants, funding is available for one year. For past Charless grantees, funding is available for up to three years, with eligibility for second- and third-year funding based on annual reporting. All funded organizations will be required to complete a final report.

The Foundation’s Advisory Committee particularly favors 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
August 16, 2024	Request for Proposals released
October 4, 2024	Grant proposals due by 12pm CST
November 1, 2024	Previous grantee responsive reporting due
November 2024	Grants announced and 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, though preference will be given to programs, projects, or initiatives within these geographical areas.

South St. Louis City is loosely defined as zip codes 63104, 63109, 63110, 63111, 63116, 63118, 63123, 63125, and 63139. The Charless Home for Seniors was located in zip code 63111.

APPLICATION

Applications will be accepted through the St. Louis Community Foundation online grants portal at <https://www.grantinterface.com/Home/Logon?urlkey=stlgives>.

Submissions are **due by 12:00 pm CDT on Friday, October 4, 2024**.

For technical assistance contact grants@stlgives.org.

REQUIRED REPORTING FOR FUNDED PARTNERS

Funded partners will be required to submit a report summarizing grant activities for each year funded. Reporting will be assigned through the St. Louis Community Foundation grants portal after a grant is awarded. The report deadline will be early in the 4th quarter of the year(s) following award to allow the Charless Foundation Advisory Committee time to review past grant activities alongside pending applications.

Examples of past reporting questions included below are subject to change.

The St. Louis Community Foundation welcomes feedback throughout the grant process and in the reporting process.

INQUIRIES

Please contact us with questions about the Charless Foundation and this Request for Proposals at grants@stlgives.org

APPLICATION QUESTIONS

For All Applicants

1. Type of Applicant

The Charless Foundation welcomes new applicants to apply for a 1-year grant. Organizations and projects funded in the past five years are eligible to apply for multi-year funding.

- Previously Funded – You have received a grant from the Charless Foundation in the last 5 years
- NOT Previously Funded – You have NOT been funded by the Charless Foundation in the last 5 years

2. Annual Operating Budget

3. Type of Service Organization (check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Day/Drop-In Center | <input type="checkbox"/> Mental Health Provider |
| <input type="checkbox"/> Food Pantry | <input type="checkbox"/> Residential Facility |
| <input type="checkbox"/> Health and Wellness | <input type="checkbox"/> Social Support |
| <input type="checkbox"/> Home Repair and Capital Improvements | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> In-Home Services | <input type="checkbox"/> Other - please describe |

4. Project Name or Proposal Title

5. Proposal Summary – Summarize the purpose of this request in 500 characters or less

6. Type of request (choose one option)

- General Operating Support
- Project or Program Support – Includes Capital Requests
- Other – please describe

7. Number of clients served – Estimate the number of clients you intend to serve through this grant

8. Client Description & Needs Statement – Provide a detailed description of the population you intend to serve through this grant including client demographics, the percentage of those served who live in poverty and the needs or problems to be addressed by this proposal.

9. Geographic Area Served (check all that apply)

- | | |
|--------------------------------|--|
| <input type="checkbox"/> 63104 | <input type="checkbox"/> 63118 |
| <input type="checkbox"/> 63109 | <input type="checkbox"/> 63123 |
| <input type="checkbox"/> 63110 | <input type="checkbox"/> 63125 |
| <input type="checkbox"/> 63111 | <input type="checkbox"/> 63139 |
| <input type="checkbox"/> 63116 | <input type="checkbox"/> Other – please describe |

10. Project Goals – What are your intended goals for this request? How you will determine if you have met your goals?

11. Project/Program Activities - Describe the activities you intend to engage in or provide through this grant and the timeline for implementation. For general operating requests, please provide a summary of your standard programming.

12. 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.
13. Budget Narrative Justification - Provide a brief narrative detailing how grant funds will be used.

NOT Previously Funded – For Organizations NOT funded by the Charless Foundation in the last 5 years

14. Mission Statement
15. Organizational History – Provide a brief summary of the organization's history, including when it was founded.
16. Amount Requested - Grants may range from \$5,000 to \$30,000 per year. Awards for senior centers and food pantries will be limited to \$5,000 per year.
17. Reflecting Community/Clients in your Organization
 - a. How are the demographics of the community/clients your organization serves reflected in the composition of your staff, board, and/or volunteers?
 - b. How does your organization incorporate and elevate the perspective of the community/clients your organization serves?
18. Staff & 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?
19. Are you using a fiscal sponsor?
 - o Yes (if yes you will be required to provide information on your fiscal sponsorship)
 - o No
20. Does your organization use another name?
 - o Yes (if yes you will be asked to provide information on your DBA)
 - o No

Previously Funded – Organizations that have been funded by the Charless Foundation in the last 5 years.

1. Breakdown of Request by Year
 - a. Year 1 Amount Requested
 - b. Year 2 Amount Requested - If you are not requesting funding in year 2, enter \$0.
 - c. Year 3 Amount Requested - If you are not requesting funding in year 3, enter \$0.
2. Total Amount Requested – Enter the combined total of the amounts requested in Years 1, 2, and 3.

Project-Specific Requests – Includes Capital Expenses & Campaigns

1. Total Project Budget - For Project/Program Specific Requests. Please indicate the total project budget. For multi-year requests, please indicate the total project budget for the entire grant period.
2. Upload Your Project Budget - For project/program requests only. For multi-year requests, please provide a projected budget by year. You may use the [Missouri Common Grant Budget Template found here](#) or your own format.

Required Uploads for All Applicants

1. Board approved budget for current fiscal year
2. Organization's Board List
3. Audited Financial Statements or 990
4. Financial Statements (required only if submitting 990)

EXAMPLE ANNUAL REPORTING FOR FUNDED PARTNERS

1. Population Served – Did you serve the population you indicated in your application?
2. Project Goals Met – Did your organization meet the goals defined in your grant application? If no, please share why not. If yes, please share:
 - a. Whether or not you met each of the goals within the overall budget and timeline you projected.
 - b. Specific achievements and any lessons learned.
3. Outcomes
 - a. Did you achieve the short-term outcomes you planned? Briefly explain.
 - b. Are you on track to achieve the long-term outcomes you planned. Briefly explain.
4. Outcome Measurement – How did you measure the effectiveness of your activities against your goals?
5. Successes
 - a. What successes did you have with this program/project? If GOS, what successes did your organization achieve this year? Please feel free to include a story in your response.
6. Challenges
 - a. What challenges did you face and how did you approach them?
 - b. Did this project bring to light any new challenges?
7. Did you spend the entire grant?
 - a. Yes
 - b. No – If no provide the unspent balance, plans and timeline to spend.
8. Project Budget Variance – If your project budget (or in the case of general operating grantees, your organizational budget) for the specified grant period varied significantly (more than 10%) from the original program/organizational budget, please explain variance, and program/organizational changes that were made to adjust to new budget.
9. Financial Report – Attach a financial report outlining use of funds.
10. Supplemental Documents – Optional photos, stories and other materials are welcome. This is not a grant reporting requirement.