RDA Community Grants - Spring 2024

Regional Development Authority

Introduction

Reading through all of the questions before you begin can help you to avoid repeating things in multiple questions.

Granting Priorities

The RDA application is open to a wide range of community building efforts:

- **Economic Development**: strengthen business climate, build capacity for business start-ups/expansion, support environment for innovation and entrepreneurism, support workforce development, human capital, and leadership initiatives, address generational transfer of businesses/assets, and develop tourism, riverfront, and neighborhoods

- **Arts, Culture, and Heritage**: enrich our region's artistic, creative, and cultural amenities, advance inclusiveness of diverse ideas/populations, create a sense of place that attracts people to our region, presents a welcoming environment, and highlights our regional history

- **Human Services**: address human need among vulnerable populations, engage people in solving community problems, and strengthen organizations in region's safety net

- **Education**: expand access to educational opportunities, increase educational attainment, foster parent engagement, and create high quality educational capabilities

The RDA Board has identified a set of community priorities that serve to help us focus on making a bigger difference. The priorities include Affordable Housing, Life Skills, Mental Health, Safety Net, Violence Intervention, Affordable Child Care, and Economic Development. Having these priorities DOES NOT mean we only fund in those areas.... just that we are looking for innovative ways to help 'move the needle' in those areas. Of the '60' points in the application, up to '5' points are available for good fit with the priorities. So, while it does affect the score, it is a smaller part.

Larger multi-cycle grants will be awarded on a limited basis so we can balance the risk of over-extending our commitments in the future. RDA operates in 6-month funding cycles and is totally dependent on Casino revenues for granting ability.

Scoring guidelines are available to you on the RDA website so that you know what the Board members are looking for.

Other Application Guidance

- As a point of clarification, applications that include more than one project type are difficult to score (e.g., fund-raising support AND program costs in the same application), because each part may have a different priority level when compared to all the other requests. Please only apply for what you need the most.

- You may save an incomplete application and come back to it later by clicking the save button at the very bottom of the application. Applications must be fully completed to allow submission - some items are required.

- **Please take the time to review the application guidelines found on our website to make sure you are in line with the criteria. There are some things we will not fund.**

- We encourage you to keep to to be brief with your answers. You don't need to use all of the space allowed.

- Finally, RDA has shifted to an electronic funds transfer to pay grants instead of paper checks. If this creates a challenge for your organization, please contact pc@rdauthority.org

Proposal Description

Organization Mission*
Please list or describe your organization's mission.

Character Limit: 200

Proposal Title*
Title identifies your proposal. This will be used to announce awards to the public. **Please don't include your organization's name in the title -** create a short descriptive title to communicate the purpose of your proposal.

Character Limit: 75

Opportunity or Challenge Description*
Summarize the opportunity or challenge your proposal addresses. Give the reader an idea of why your proposal is important. There is another space for what you will do about it, so keep this focused on the opportunity or challenge.

This is a good place to talk about if you are working within one of the RDA priority areas (affordable housing, life skills, mental health, safety net, violence intervention, affordable child care, and economic development)

Character Limit: 1500

Proposal Description*
Briefly describe your proposal. What will you do?

Character Limit: 1500

Goals*

What will be different because of your work through this proposal? What can be measured? What will be shared on the final report about the impact of this work?

Character Limit: 1000

Budget Section

Amount Requested*

Character Limit: 20

Total Budget for Proposal*

Enter the total cost for the project or program supported by the grant request.

Character Limit: 20

Proposal Budget*

Please upload a 1-2 page project budget document. For this application, there is no standard budget form because we fund so many different types of projects and programs.

Your budget document should focus on how the grant dollars will be spent, not the budget of the entire organization. If we need an overall budget for the organization, we will contact you.

If you are requesting operational support, please focus on how these dollars will support either *capacity building* or a *financial bridge through* challenging times. While we do support operational funding, we typically limit it to specific and time limited funding gaps.

File Size Limit: 6 MB

Budget Narrative*

Please summarize how the dollars will be spent.

Character Limit: 1000

Leverage Details*

"Leverage" refers to bringing in additional funds to support the project of program, using local funding commitments to draw other funds to the issue. Requests that leverage other funds - especially funding sources outside of our local area - are favored. In this section, please highlight any leverage that can be secured by this request. Where appropriate, please include <u>sources/amounts/status of co-funding opportunities</u>. Listing other funding support demonstrates broader support in the community and sustainability for the effort.

Character Limit: 1000

Proposal Impact

This IMPACT section of questions covers a lot of ground. We know that not every question is equally important to every project or program. However, these questions give us a way to find projects that have the most to offer to the community. Board members score each question in this section and then score on overall impact.

While you do not have to complete every question in this section, it is to your advantage to describe how your project or program relates to each area of impact as no response can affect your score for that item.

Reach*

How many people will be served, participate, or benefit in some way from this proposal? Are the people served or involved part of a vulnerable, difficult to serve, or underrepresented population?

Character Limit: 1000

Inclusion*

This question goes beyond if you serve diverse populations. How does your proposal promote or increase inclusiveness and equity in our community? Inclusiveness work refers to efforts that engage marginalized populations in order to create a more equitable community. Equity work refers to correcting disparities in opportunities.

Also, please describe how your organization is becoming more inclusive through your own staff make-up, board membership, or other inclusiveness policies. We know this has become a critical issue in creating a vibrant and healthy community. Be specific in how your proposal helps to support diversity, equity, and inclusion. RDA's mission is to fund initiatives that create a vibrant, **inclusive**, and growing community.

Character Limit: 1000

Collaboration & Alignment*

How are collaborations or alignment involved? What other services already exist that address similar purposes? How does your request help to align existing efforts/resources?

Character Limit: 1000

Big Picture*

This question is an opportunity communicate other details to help Board members better understand the impact of your proposal.

You might respond in these or other similar ways:

- "As a result of this grant, the community will... "
- "This grant will allow our organization to... "
- "Without this grant... "

Please also describe how this proposal will benefit Scott County, IA. While RDA has an interest in supporting a strong Quad Cities, we do focus on how the proposal will impact Scott County. This is part of how the Board members score the applications, so please be specific.

Character Limit: 1000

Sustainable Impact

Sustainable Impact*

How does this funding help to create lasting change in the community? If it's a new service or program, what is the plan to sustain it? If funding related to operational costs, describe sustainability of the organization.

Character Limit: 1000

Documents to Attach to Application

Board Membership List*

You may either list (in the space below) or upload a list of the organization's governing board, including each Board member's city and state of residence. Please also indicate officers.

Character Limit: 1200 | File Size Limit: 2 MB

Balance Sheet and Income Statement*

All 501(c)(3) non-profit organizations are required to upload a Balance Sheet AND Income Statement for their most recent full fiscal year.

Scan the required Balance Sheet AND Income Statement into one file and upload below.

If the organization is new and has not been in existence for a full twelve month period, upload the most recent Balance Sheet AND Income Statement.

For Cities and School Districts - please attach a last audit management letter - not the full

financial statements.

File Size Limit: 5 MB

Supporting Documents (OPTIONAL)

You may attach support letters or other documents that provide additional information about your proposal (note there is a maximum file size).

File Size Limit: 5 MB

Signature

Please Note: By entering data into the next three fields (Name, Title, and Date) you:

- represent that you are an officer or other agent for the applicant Grantee duly authorized to enter into legally binding agreements on behalf of the Grantee

- agree to submit this grant application in an electronic form on behalf of the Grantee which shall be bound by its contents as an electronic transaction

- agree that your insertion of data into these following fields constitutes an electronic signature

Further, you affirm that:

- to the best of your knowledge and belief, this organization is in compliance with all IRS and State of Iowa requirements for nonprofit corporations and that all relevant forms and fillings are current

- all data in this application are correct

- the grant funds will be used as described in the proposal budget or be returned, unless you receive written permission for alternate use

Authorized Signature*
Character Limit: 100

Title*
Character Limit: 100

Date*
Character Limit: 10

Internal

Proposal Type*

Please choose the best <u>ONE</u> category only. We know that many proposals can fit into more than one category. Select what you believe is the best fit.

Choices
Economic Development
Arts, Culture, and Heritage
Human Services
Education

Board Priority

Choices
Affordable Housing
Life Skills
Mental Health
Safety Net
Violence Intervention
Affordable Child Care and Education
Economic Development

General Category

Choices
Capital
Renovation
Equipment
Event
Innovate
Program
Relief
Funding Bridge
Fundraising Support

Grant Cycle Number
Character Limit: 2

Year Code
Character Limit: 2

Grant Number
Character Limit: 3

Grant Category
Character Limit: 2

Complete Grant Code
Character Limit: 10