

RDA Community Grant Fall 2017

Regional Development Authority

Introduction

Thank you for taking your time to apply for an RDA grant and for your great work to make our community a better place! **The new online RDA grant application** no longer asks for a single long narrative. Questions on this new application are more specific and ask for shorter answers. This method should take less of your time, as well as help grant readers more easily understand your proposal. The scoring guideline chart <http://www.rdauthority.org/docs/RDA-funding-criteria.pdf> used by RDA Board members to rate proposals is available to you on our website.

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.

Proposal Description

Proposal Title*

Title used to identify your proposal

Character Limit: 100

Amount Requested*

Character Limit: 20

Total Budget for Proposal*

Enter the total budget for a specific project or for an ongoing program.

Character Limit: 20

Opportunity or Challenge Description*

Summarize the opportunity or challenge your proposal addresses.

Character Limit: 1000

Proposal Type*

We know that many proposals can fit into more than one category. Please select what you believe is the best fit. See categories and examples below.

Choices

Economic Development
Arts, Culture, and Heritage
Education

Human Services

- **Economic Development:** proposals strengthen our region's business climate, build capacity for business start-ups/expansion, support environment for innovation and entrepreneurship, support workforce development, human capital, and leadership initiatives, address generational transfer of businesses/assets, and develop tourism, our riverfront, and neighborhoods
- **Arts, Culture, and Heritage:** proposals enrich region's artistic, creative, and cultural amenities, advance inclusiveness of diverse ideas/populations, create sense of place that attracts people to our region, presents a welcoming environment, and highlights our regional history
- **Education:** proposals expand access to educational opportunities, increase educational attainment, foster parent engagement, and create high quality educational capabilities
- **Human Services:** proposals address human need among vulnerable populations, engage people in solving community problems, and strengthen organizations in region's safety net

Proposal Type Description*

Briefly describe your proposal's impact.

Character Limit: 250

Support Type*

Briefly describe what the grant funds will be used to do and your plan for completing your proposal:

- **Events** draw people to region, create interesting things to do, celebrate regional history, develop our human potential, draw attention to important issues, and raise funds for charitable causes
- **Venues** to engage people, create tradition, innovation, and excitement for our region
- **Projects** invest in opportunities of inclusion and dignity for diverse and marginalized populations
- **Construction/renovations** that develop/improve/maintain spaces for people to create, celebrate, serve, build community
- **Capital campaign** funding
- **Technology** to connect people, entertain, improve efficiencies, and build skills
- Develop **human capital** through leadership, education, skill-building, creative pursuits
- Create **strategic direction** and/or organizational efficiencies for nonprofit organizations

Character Limit: 1000

Proposal Scope

For questions in this section choose a response that most accurately represents your proposal's scope and then provide details to support your response.

We realize that making an important difference does not depend only on: 1) reaching large numbers of people; 2) leveraging dollars; 3) engaging partners; 4) engaging volunteers; or 5) having a large economic impact. However, generally speaking, proposals that are stronger on these five items should have a bigger overall impact. Final decisions for grant awards are based on a combination of multiple factors, not just the "scope" questions.

There is not an expectation that every proposal will score highly on every "scope" item. Each proposal will have its own strengths. Also, proposals from each category (e.g., economic development) will be compared to the other proposals in that category. This means that proposals in human services won't be competing with proposals from economic development on the economic impact question. ftn1 ftnref1 ftnref1 ftnref1

Reach*

How many people will be served, will participate, or benefit in some way from this proposal?

Choices

1. Under 100 people benefit
2. 100 - 1,000 people benefit
3. Over 1,000 people benefit

Reach Details

Details

Character Limit: 1000

Leverage*

Choices

1. Under 50% match
2. Between 50% and 200% match
3. Over 200% match

Leverage Details

Details

Example 1: A \$1,000 grant request would check the "Under 50% match" if less than \$500 was added to RDA funds. In this case, the total proposal cost would be under \$1,500.

Example 2: A \$1,000 grant request would check the "over 200% match" if you add an additional \$2,000 or more from other sources, for a total project cost of over \$3,000.

Character Limit: 1000

Collaboration*

Choices

1. No partners involved
2. 1-3 partners involved
3. 4+ partners involved

Collaboration Detail

We know that not all proposals need partnerships. However, in general, partnership is a strength. List names of partnering organizations and brief description of the partnership.

Character Limit: 1000

Volunteer Engagement*

Choices

1. Limited volunteer engagement
2. Up to 100 volunteers engaged
3. 100+ volunteers engaged

Volunteer Engagement Details

Details

Character Limit: 1000

Economic Impact*

Choices

1. Under \$100,000 economic impact
2. Between \$100,000 and \$1 million economic impact
3. Over \$1 million economic impact

Economic Impact Details

Proposals have different strengths. Not all proposals need to have clear cut economic impact. If you have a creative approach to estimating economic impact, include that here. The economic impact scope area is just one part of the whole application and will not determine, by itself, whether your proposal will be funded.

Character Limit: 1000

Proposal Impact

For this section, please state your impact goal and then describe how you will measure that goal. Your answers will be scored for clarity and demonstration of making a meaningful difference.

Impact Goals*

Details

Character Limit: 1000

Metrics*

What is the quantitative or qualitative difference your proposal will make?

Character Limit: 1000

Proposal Inclusiveness

How will your proposal help create a more inclusive community? This could be related to including diverse and/or vulnerable populations in planning or implementing the proposal, building a more welcoming community, or other ideas.

Character Limit: 1000

Scott County Residents

RDA funds must create a significant benefit for Scott County residents. Please estimate **EITHER** the percentage **OR** number of Scott residents who will benefit from your proposal and then explain your answer in the space provided. You don't need to do both.

1. Approximately, what percentage of people served by this proposal are Scott County residents? (enter a % as a number)
2. Approximately, how many Scott County residents will benefit from this proposal? (enter that number)

Use this space to enter a number as a percent (e.g., 50 for 50%). Do not enter a "%" sign.

Character Limit: 7

Use this space to enter a number that represents an actual number of people served.

Character Limit: 20

Scott County Benefit Details

Character Limit: 500

Overall Impact

This last question is an opportunity communicate other details to help Board members better understand the value 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...

Character Limit: 2000

Documents to Attach to Application

Proposal Budget*

RDA is trying a new approach for the budget section. Please up-load a 1-2 page document itemizing how the dollars will be spent for this proposal. Include sources and amounts for leverage if appropriate.

There is no standard budget format for this grant cycle. Scoring for the budget section is based on how clearly it is written. We will reassess this approach and look forward to your input.

You don't need to provide a full organizational budget unless requested.

File Size Limit: 5 MB

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.

File Size Limit: 5 MB

Signature

Please Note: By entering data into the next three (3) fields calling for insertion of your Name, Title, and Date, you are:

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

Further, you affirm that:

- to the best of you 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 filings are current
- all data in this application is 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

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

