



## 2017 RESPONSIVE GRANT APPLICATION

**Please Note:** This grant application requests a cover sheet, application narrative, and supporting documents.

### Instructions

- ✓ Please visit [our website](#) to review [funding guidelines, resources](#) that informed development of our Just for Kids Theory of Change and [Frequently Asked Questions](#).
- ✓ Please answer all questions. Please do not include any materials other than those specifically requested.
- ✓ Applications will be accepted quarterly. Please submit all application materials electronically to [apply@deaconess.org](mailto:apply@deaconess.org) by 11:59pm CT on June 1, July 31, or October 31, 2017.
- ✓ Please include the name of the grant opportunity for which you are applying and your organization's name in the subject line of your email submission. *For example: "SUBJECT: Responsive Grant – Coalition for Educational Justice"*

### RESPONSIVE GRANT APPLICATION FORMAT AND REQUIREMENTS

I. Please complete the **Responsive Grant Application Cover Page** attached to this document.

#### II. Application Narrative

In addition to the modified common grant short form, applicants should submit a narrative of **no more than three (3), double-spaced pages** describing how your proposed **policy, advocacy, or organizing** effort will promote systemic change in alignment with the Deaconess policy priorities to address racial and structural inequities, and ultimately improve child well-being in the St. Louis metropolitan area using the outline below. Proposals that do not follow these guidelines will not be considered for funding.

In the narrative, please describe your funding request by addressing each item below:

#### Excellence

- Briefly describe the proposed work this grant will support. How will this effort be implemented? Include a brief timeline and anticipated activities.
- What makes your organization uniquely well-positioned to do this work? Provide a few examples of recent projects and/or achievements that will help us understand your successes to date or readiness to take on new approaches or strategies.
- If your work requires significant collaborative efforts or if applying as part of a collaborative, describe the length of time your organization has worked with your partners, their contributions to the project, roles, responsibilities, and funding sources specific to the project.

#### Alignment with the Just for Kids Theory of Change

- Please "map" how your proposed effort demonstrates alignment with the capacities influenced, arenas changed, and community results as presented in the [Just for Kids Theory of Change](#).
  - ✓ What system and community capacities for change must be influenced to activate your work?
  - ✓ What interim arena(s) for change will your work focus on? What arenas must be influenced to achieve your desired longer term results?
  - ✓ What community results and policy shifts do you expect to observe in alignment with Deaconess' policy priorities?



## RESPONSIVE GRANT APPLICATION FORMAT AND REQUIREMENTS

### Diversity, Equity and Inclusion

- Please provide the racial/ethnic and gender demographics of your organization's staff and board.
- How does your work serve and/or impact different racial/ethnic groups? Children/Youth?
- How are the racial/ethnic groups most affected by your work represented in your organization's work? Include any ways that your organization strives to incorporate the perspective of the communities you serve.

### Impact and Learning

- What systems-level impact will this project achieve?
- How will you track and measure progress? *You will be asked to report on progress in a mid-year and annual/ final report.*

## III. Financial and Supporting Documents

Please include the following supporting documents with your application as outlined below:

- ✓ Download and complete the itemized, [one-page project budget](#) and include a budget narrative
- ✓ Organization's current fiscal year budget (include actuals and note start and end dates for your fiscal year)
- ✓ IRS Determination Letter from nonprofit applicant
- ✓ If applying with a fiscal agent, please provide the IRS Determination Letter for the fiscal agent along with a signed agreement letter between the applicant and fiscal agent

**For more information, please contact:**

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**2017 RESPONSIVE GRANT APPLICATION COVER PAGE**

Application Date:	Organizational Website:	EIN #:				
Applicants Legal Name (as shown on IRS Letter of Determination):						
Doing Business As (if different from legal name):						
Address:						
City:	State:	Zip Code:				
Telephone #:	Fax #:					
Executive Director (or Top Executive): <small>(Please include prefix and title)</small>	Phone #:					
	Email Address:					
Main Contact(s) for this Proposal: <small>(Please include prefix and title)</small>	Phone #:					
	Email Address:					
Board Chair:	Phone #:					
	Email Address:					
Type of request (check one):	<input type="checkbox"/> New Project	<input type="checkbox"/> Existing Project				
Deaconess Policy Priority Advanced:	<input type="checkbox"/> Early Childhood Education	<input type="checkbox"/> Justice & Equity for Youth	<input type="checkbox"/> Comprehensive Healthcare	<input type="checkbox"/> Family Economic Mobility		
Project/Campaign/Initiative Name:						
Project Time Period (be specific up to 2 years):	Amount Requested: (up to \$15,000 annually)	\$	Total Project Budget for this period	\$	Current Annual Organizational Budget:	\$
<p>Proposal Summary - In 100 words or less, provide a summary of your funding request defining how your effort will advance child well-being and the impact you expect to achieve as a result of successful implementation.</p>						
Geographic Area(s) and Population(s) Impacted:	<p>(Describe the specific geographic areas and populations (e.g. regions, counties, municipalities, cities, communities, localities or neighborhoods AND ages, race/ethnicity, income level, population size, etc.) that will be impacted by, and benefit from, this funding request)</p>					
Organization's Mission/Vision Statement:						



**Applicant's Tax Exempt Status/IRS Designation:**  
(e.g. 501(c)(3), 501(c)(4), etc.)

(Attach a copy of the IRS Letter of Determination- NOTE - this is not the state sales and use tax exemption certificate. If there has been a name change, provide copies of the amended state certificate of incorporation and amended IRS Letter of Determination)

**Fiscal Agent:** (if not a 501(c)(3) or 501(c)(4) organization)

(Attach a copy of the written agreement from the fiscal agent plus fiscal agent's contact information and EIN)

**Agreement** I certify to the best of my knowledge, that all information included in this proposal is correct. The tax exempt status of this organization, or its fiscal agent, is still in effect. If a grant is awarded to this organization, then the proceeds of that grant will not be distributed or used to benefit any organization or individual supporting or engaged in unlawful activities. In compliance with the USA Patriot Act and other counterterrorism laws, I certify that all funds received from this funder will be used in compliance with all applicable anti-terrorist financing and asset control laws, statutes, and executive orders.

\_\_\_\_\_  
**Signature, Executive Director** (or authorizing official on behalf of the organization)

\_\_\_\_\_  
**Date**