SENIOR LIVING INITIATIVE GRANT GUIDELINES
(Revised for May 2025)

Application Deadlines: May 1 & November 1. Online application submission required.

Purpose:

The Senior Living Initiative supports quality programs and services that local seniors need to remain healthy, safe, independent and engaged. This initiative strives to make St. Joseph County a model for meeting the evolving needs of our senior citizens through collaborative efforts with other organizations committed to this common purpose.

The Senior Living Initiative awards grants for senior housing, broadly defined, and efforts that fulfill basic needs, promote health, quality of care, community engagement, and access to community resources, especially for seniors most in need of assistance.

Matching Requirement (New in 2025):

Organizations can request up to half of the outlined project budget, unless otherwise specified by the committee. The agency must exhibit the ability to raise the required matching funds and have up to one year after the grant is awarded to do so. Only cash gifts will be matched; future pledges and in-kind contributions do not meet the requirement.

Why a Challenge/ Matching Grant?

Challenge grants work. Donors are more willing to give and often willing to give more if their contributions are matched by other funds. Used wisely, not-for-profit agencies will find matching grants an excellent tool to raise the funds necessary to complete projects.

Who Can Apply:

- 501(c)(3) organizations operating in St. Joseph County.
- Not-for-profit educational institutions and other public agencies (agencies of the state, county or local government) in St. Joseph County.

Activities Generally not Funded:

- Annual Appeals or Membership Contributions
- Individuals Directly
- Special Event Underwriting

Priorities for Funding: *(listed alphabetically)*

- Aging in Place
- Home & Community Based Services
- Professional Development, Education and Training
- Programs/Projects Serving High Need, Vulnerable Seniors from Low-Income Backgrounds
- Quality of Care

Grants will be Judged by: *(listed alphabetically)*

- Community Need
- Concept/Idea
- Effective Use of Resources through excellent program design, collaboration, volunteerism
- Improved Solutions to Current & Projected Needs
- Organization's Ability to Effectively Implement Project

How to Apply:

The annual deadlines for Senior Living Initiative grant applications are **May 1 and November 1**. Application materials must be submitted via the online application system found at https://www.grantinterface.com/Home/Logon?urlkey=cfsjc. Senior Living Initiative grants are funded by the Senior Living Fund and the Robert P. & Clara I. Milton Fund.

Required Application Attachments: The following are required documents to be uploaded into the online application:

- Detailed Project Budget (Include revenue & expenses sources for proposed project only.)
- Current Board Roster with officers identified
- Income Statement or Profit & Loss Statement for most recently completed fiscal year (Audited if available).
- Balance Sheet or Statement of Financial Position for most recently completed fiscal year.
- IRS Determination Letter (Only required if not yet on file. Hard copy can be mailed to Foundation if scanned document not available for e-mail.)

NOTE: It is the responsibility of the grant-seeking organization to submit a complete request. Incomplete requests run the risk of being declined without consideration.

Applications will be reviewed by the Senior Living Grants Committee. Site visits will be conducted at the Grants Committee's discretion. Agencies may be asked to submit additional information. An invitation to submit a proposal does not guarantee funding.

Notification and Announcement:

The Grants Committee's recommendations are submitted to the CF's board of directors at the June and December board meetings. Applicants are informed immediately thereafter regarding the status of their request. Announcement of the grant award will be made by the Foundation.

Grant Evaluation:

Grants will be evaluated to verify successful completion of the project as defined in the grant proposal and compliance with any conditions made at the time of the grant. Excellent evaluations will enhance the credibility of the recipient organization and their subsequent grant requests. The reverse is also true. Failure to carry out successfully the objectives detailed in the grant proposal may compromise the chances for additional funding.