

# RDA Community Grants - Fall 2022

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## *Regional Development Authority*

### *Introduction*

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#### **Granting Priorities**

The RDA application is open to a wide range of community building efforts, but prioritizes proposals that work on:

- **Economic Development:** strengthen 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, 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

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

Larger multi-cycle grants will be awarded on a limited basis so we can balance the risk of over-extending our commitments. 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. 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 some things we will not fund.

We increased the allowable space for your answers for when you need it, However, we encourage you to keep to the point. Longer answers can sometimes be more difficult to understand.

Finally, RDA has shifted to an electronic funds transfer instead of paper checks. If this creates a challenge for your organization, please contact [ceo@rdaauthority.org](mailto:ceo@rdaauthority.org)

## *Proposal Description*

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### **Organization Mission\***

Please list or describe your organization's mission.

*Character Limit: 200*

### **Proposal Title\***

Title used to identify 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.

*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*

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### **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: 5 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 or 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 **sources/amounts/status of co-funding opportunities**. Listing other funding support demonstrates broader support in the community and sustainability for the effort.

*Character Limit: 1000*

## *Proposal Impact*

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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: 1500*

## Diversity Equity & 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.

If your core mission is already about inclusiveness, take it a step further and 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: 1500*

## Community Engagement

How does the proposal help to strengthen our community engagement. For example, does it promote/support volunteerism or other civic engagement opportunities?

*Character Limit: 1500*

## Collaboration & Partnerships

How are collaboration or partnerships involved? How does this request help to align efforts or resources in our community?

*Character Limit: 1500*

## 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 people in Scott County, IA.** While RDA has an interest in supporting a strong Quad Cities, we do focus on how Scott County residents will benefit from grant funding. This is part of how the Board members score the applications.

*Character Limit: 1000*

## *Organizational Sustainability*

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### **Organizational Sustainability**

What are the strengths and challenges of the organization in terms of sustainability? How is the organization working to become more sustainable?

*Character Limit: 1500*

## *Documents to Attach to Application*

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### **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

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**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 filings 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

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### Proposal Type\*

Please choose the best ONE 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*