Appendix 4:
Boosting Opportunities for Social and Economic Mobility for Families (BOOST)
(Education and Human Services Programs)
Funding Opportunity

Fluxx Guide and Preview
Letter of Inquiry: Phase 1

This Fluxx Guide is intended to give applicants to the BOOST funding opportunity guidance to using the online portal, known as Fluxx, and provide a preview of the letter of inquiry (phase 1) application.

Applicants should register in Fluxx and explore the application as soon as possible. A thorough review of the online application and understanding of the information, questions, and attachments required may prevent any last-minute questions or concerns.

This document includes several parts, as listed below:

Login

Access The Kresge Foundation's online portal through http://kresge.fluxx.io. Please use Google Chrome as your web browser. If you do not have a login, you may start the registration process by clicking on the "Create an account now" button to register.

Please note that is can take 5 – 7 days for a registration to be approved.

THE
KRESGE
FOUNDATION

Welcome to the Kresge Foundation Portal

Login Now:

Username

Password

Sign in

Reset or create password

The Kresge Foundation invests in improving the bedrock economic, social, cultural and environmental conditions of urban life, with an emphasis on reducing disparities facing low-income people; advancing their pathways of opportunity; and promoting cultural vibrancy, systems of mutual support and environmental sustainability in the communities in which they live. To learn more about The Kresge Foundation, visit our website at www.kresge.org.

If you do not have a login, you may start the registration process by clicking on the "**Create an account now**" button to register. You will receive an email from us confirming your registration within 5-7 business days. Please note, our response may be delayed during peak periods.

If you already have a login, please sign in now by filling in a username and a password on the left.

Read about our Funding Opportunities here.

Questions? Please contact Program Operations and Information Management by email or at 248-643-9630.

Please note that Fluxx is optimized for google chrome. For ease of use, install google chrome on your device.

Create an account now

Find the Application

Once logged in, you will find yourself at The Kresge Foundation Portal homepage. On the top left column, under the "Information" section, please click on "Grant Opportunities."

THE
KRESGE
FOUNDATION

Kresge Applicant Organization ⬦

INFORMATION
Portal Instructions
Grant Opportunities
PRI Opportunities

You will be directed to the Grant Opportunities page. At the bottom of the page, click on "Start a new grant RFP."

The following **RFPs** (requests for proposals) are open to receive applications.

• *BOOST (Education and Human Services Programs)*

Start a new grant RFP

Begin the Application

> Once logged in to the online portal, begin the application by clicking on the blue text 'Edit' button at the top of the page.

Edit ⟵

Don't forget!
Click 'Submit' once you have saved your work and are ready to submit your information to the The Kresge Foundation.

> Select 'BOOST (Education and Human Services Programs) in the dropdown menu associated with "Please select the program that you are applying for."

Kresge Applicant Organization
Troy, MI
Grant Period: -

R-1906-284303 | *BOOST (Education and Human Services Programs)*

*Please select the program that you are applying for

| BOOST (Education and Human Serv ▼ | ⟵

> Determine if changes need to be made to the organization information.
>
> To change organization information, please click on 'Organizations' then select the correct organization. Click the blue 'Edit' button and make the desired changes. 'Save' once the changes have been made.

THE KRESGE FOUNDATION

Search...

Kresge Applicant Organization
Troy MI, United States
(123) 456-7890 |
http://www.kresge.org

Kresge Applicant Organization

INFORMATION
Portal Instructions
Grant Opportunities
PRI Opportunities

ORGANIZATIONS
Organizations ⟵

Edit ⟵

If there are changes to your organization record, click [Edit], make appropriate organizational updates, click [Save], and click [Update]. You must click [Update] for changes to become effective.

Kresge Applicant Organization

Contact Information

Legal Name: Kresge Applicant Organization

Sort As: Kresge Applicant Organization

Address 1:   123 Street

Application Preview

The first phase of the BOOST application is the letter of inquiry. The letter of inquiry application consists of five sections:
- Organization Information
- Grant Request Information
- Narrative Questions
- Demographic Data
- Attachments

Please begin entering all requested information as prompted. Each section of the application must be fully completed, no blanks or unselected dropdowns.

Section 1: Organization Information

> Determine if any changes or additions need to be made to the organization contacts.
>
> To 'Add/Change' a Grant Contact, CEO, or Finance Contact, click the box next to the respective position you would like to change the information for under 'Organization Information' and then add in the requested information. This information will appear after the application has been submitted. It is not required to have all contacts updated to submit the application.

Please select the correct Grant Contact (the primary contact for this request) and Chief Executive Officer from the dropdown menus below. **Please note that registration is limited to only the Grant Contact at the LOI step (this is the individual who will complete and submit the LOI on behalf of the organization).**

Organization	Kresge Applicant Organization
Location	Kresge Applicant Organization - head ▼
Grant Contact	Grantee Kresge ▼
Chief Executive Officer	Sebastian Kresge ▼

▼ Organization Information

☐ Add/Change Grant Contact
☐ Add/Change CEO
☐ Add/Change Finance Contact

If you need to update your organization's information, please save your request first and then click on the Organization tab within the menu on the left.

Current Organization Information on File	
Organization Name	Kresge Applicant Organization
AKA	Kresge Applicant Organization
Street Address	123 Street
City	Troy
State	MI
Postal Code	48083
Phone	(123) 456-7890
Fax	(123) 456-7890
Website	http://www.kresge.org
Mission Statement and Background	Test background information.
Year Organization Established	11/4/2014

Does this grant include a Fiscal Sponsor?	No ▼

Section 2: Grant Request Information

Fill out the "Grant Request Information" Enter the project title, the beginning date as 12/01/2019, the duration of the grant as 36 months, the total budget requested from Kresge as no more than $450,000, and the type of support as 'Project Support.'

▼ Grant Request Information

⚠ Please complete all required fields
*Project Title
Please omit the word "project" when completing the Project Title field.

*Beginning date of requested grant period (must be first of the month)
```
12/01/2019
```


*Duration for the grant request in number of months
```
36
```


*TOTAL budget for the requested grant in U.S. dollars

*Grant amount requested ONLY from The Kresge Foundation in U.S. dollars
```
$0.00
```


*Organizational Operating Budget for current fiscal year in U.S. Dollars

*Fiscal Year End Date

Select by clicking on the + sign below:

*Organization Type   ⊕

Select no more than 5 choices by clicking on the + sign below:

*Focus of Grant   ⊕

*Please select the type of support you are requesting: ▼

*Grant Purpose
Provide a brief explana   *t. Please limit the grant purpose to one sentence.*

Conference/Convening

General Operating Support

Project Support

*Are there any confirmed and/or pending funders for this grant request?

Yes	
No	
Not Applicable	

*Geographic Area Serv~~_~~ funding for each geographic area (i.e. city, state, and country) that will be served by Kresge funding. Neighborhood~~_~~ Detroit or Memphis.

Country		City	Neighborhood (if Detroit or Memphis)	Percentage of Funding

Section 3: Narrative Questions

> Fill out the "Narrative Questions." Please note that some questions will vary depending on whether the community college or human services nonprofit services as the "lead applicant" in Fluxx. This information is noted text boxes. This section is a series of questions, which constitute the majority of the proposal. A word file of the questions, including the character limits is available on the Kresge website.

⚠ Please answer all narrative questions below
Letter of Inquiry (phase 1)

1. Please check the organization types partnering to submit this request. The partnership must include at least one community college (or community college district) and at least one human services nonprofit.

☐ primary community college (or community college district)
☐ primary human services nonprofit
☐ evaluation and learning organization
☐ other entities contributing in a material way (e.g., additional college or human services partners, employers, chamber of commerce, economic development organization)

> For question 2, select the type of organization performing the lead applicant role. This is the organization that will hold the grant with the Kresge Foundation and receive grant funds.

> If 'community college' is selected as the lead applicant, the human services nonprofit will need to answer the question pictured below (2), as well as 7a.

2. Which community college or human services nonprofit is the lead applicant (e.g., Fluxx registrant)?

◉ community college
○ human services nonprofit

Please provide an overview of the lead human services nonprofit (e.g., mission, service array, number and population of people served). The human service nonprofit should answer the subsequent questions under "Primary Human Service Partner."
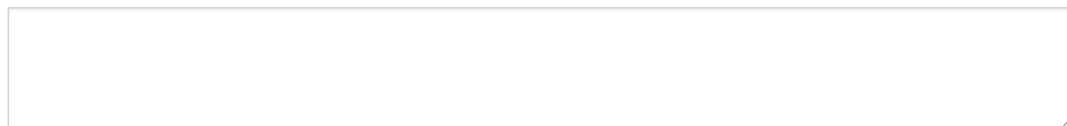
Characters left for field: 1500

> If 'human services nonprofit" is selected as the lead applicant, the human services nonprofit will need to answer the question pictured below (2), as well as 5a.

2. Which community college or human services nonprofit is the lead applicant (e.g., Fluxx registrant)?

○ community college
◉ human services nonprofit

Please provide an overview of the primary community college partner (e.g., mission, number and population of students served). This college should answer the subsequent questions under "Primary College Partner."

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> Questions 3 and 4 remain the same for all applicants regardless of lead applicant.

3. Please name the Metropolitan Statistical Area(s) (MSA) with a population over 50,000 where your organizations are based and where the work will occur.

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Primary College Partner
The following questions are intended to be answered by the primary community college partner.

4. Is the community college partner an Achieving the Dream college?

○ Yes, an active member
○ Yes, a past member
○ No, not a member. (Only current or past ATD members are eligible for this funding opportunity.)

5. What are your institution's three-year graduation and transfer rates? Please disaggregate these data for low-income students (e.g., Pell grant recipients), students of color and, to the extent possible, students with children under 18 years old.

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↶ ↷ Formats ▾ **B** *I* ≡ ≡ ≡ ≡ ≔ ≔ ≔ ≔

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> Question 5 must be answered by all applicants. Question 5a. will only appear and need to be filled out if the 'human services nonprofit' is selected as the lead applicant in question 2.

5a. What are your institution's student demographics? (As the lead applicant, the human services nonprofit will complete demographic data on its clients in the subsequent section, "Population Served.")

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6. What goals does your institution have to achieve better and more equitable student success and labor market outcomes? Describe at a high-level your institution's strategy for increasing certificate and degree completion, transfer rates, and labor market success of all graduates and for specific populations identified in the prior question.

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6a. If your institution has a public statement about its student success goals and/or equity commitment, please include a hyperlink.

Primary Human Services Partner
The following questions are intended to be answered by the human services nonprofit.

7. Describe your human services nonprofit's approach for advancing and accelerating social and economic mobility for families with low incomes and people of color. Please share quantitative evidence of family outcomes.

| File ▼ | Edit ▼ | View ▼ | Format ▼ | Tools ▼ |

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7a. Please provide a demographic profile of clients served. (As the lead applicant, the community college will complete the demographic data on its students in the subsequent section, "Population Served.")

Characters left for field: 1000

The remaining questions are the same for all applicants regardless of lead applicant.

8. Describe how your human services nonprofit adheres to and is implementing a two-generation, whole-family approach that focuses equally and intentionally on services and opportunities for the child and the adults in their lives, including the importance of fathers. Please review the framework by Ascend at the Aspen Institute.

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9. Is the human services nonprofit a current or previous grantee of Kresge NextGen Initiative? (The Human Services nonprofit is not required to be a NextGen grantee to be eligible.)

○ Yes
○ No

10. How does the human services nonprofit demonstrate the following attributes aligned with Kresge's NextGen initiative? Please briefly describe how your organization would define each attribute, an example of the work and an illustrative qualitative and quantitative data element to show the ways in which your organization demonstrates these attributes

10a. Is person-centered.

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10b. Is data-driven.

Characters left for field: 1000

10c. Is outcomes-based.

Characters left for field: 1000

10d. Applies a racial equity lens.

Characters left for field: 1000

10e. Focuses on greater sector impact & systems change.

Characters left for field: 1000

Joint Questions
The following questions should be answered by both the primary community college and nonprofit partner.

11. What is your current understanding of the barriers to obtaining a postsecondary credential/degree and upward mobility for families from low-income communities or communities of color in your city? Include the data and evidence used to support your conclusions.

Characters left for field: 2000

12. Given the demographics of the city in which the partnership operates, how does this partnership address racial equity? Please download and attach your MSAs demographics from the U.S. Census and include as an attachment. The website is currently being updated. Please check the FAQs after July 1 for further instructions.

Characters left for field: 1500

13. Please describe your human services/community college partnership (e.g., motivation, purpose, length of time, decision-making processes). What have been your successes? What challenges have you faced, and how have you mitigated or overcome them?

Characters left for field: 2500

14. To what extent and in what ways have you identified lifetime and springboard jobs in your community? If you have, what are these jobs, and what are the educational pathways leading to them? How are you using traditional and more innovative labor market information to guide your support for students/clients?

Characters left for field: 2000

15. Briefly describe your proposed project, including goals, major activities, and desired outcomes for your systems, organizations, and ultimate beneficiaries. What organizational/institutional or systems reforms do you propose to address through your partnerships to support upward mobility of families?

Characters left for field: 4000

16. What technical assistance will your partnership need to advance its work?

Characters left for field: 1000

Section 4: Demographic Data

> The Demographic Data provided should be reflective of the lead applicant.

▼ Demographic Data

In keeping with our value of promoting racial, ethnic, and gender diversity, The Kresge Foundation is committed to gathering demographic data concerning grantseekers and the populations they serve. We ask that you provide the information requested on this form to the best of your ability. Definitions are provided below. We welcome your feedback on the usability of this section. If you would like to offer comments, please email programoperations@kresge.org with your thoughts.

Note: The federal Office of Management and Budget employs the following definitions of ethnic and racial categories.

Ethnic Categories
   Hispanic or Latino: *A person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin, regardless of race.*

Racial Categories
   American Indian or Alaska Native: *A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.*

   Asian: *A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.*

   Black or African American: *A person having origins in any of the black racial groups of Africa.*

   Native Hawaiian or Other Pacific Islander: *A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.*

   White: *A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.*

▼	Governing Board	
Number of board members (actual count)		
	Gender	
Female (%)		
Male (%)		
Total must equal 100%	0%	
Ethnicity		
Hispanic or Latino (%)		
Not Hispanic or Latino (%)		
Total must equal 100%	0%	
Race		
American Indian or Alaska Native (%)		

American Indian or Alaska Native (%)	
Asian (%)	
Black or African American (%)	
Native Hawaiian or Pacific Islander (%)	
White (%)	
More than one race (%)	

Total must equal 100%   0%

▼   Staff Members (full and part-time paid employees)

Number of staff members (actual count)	

Gender

Female (%)	
Male (%)	

Total must equal 100%   0%

Ethnicity

Hispanic or Latino (%)	
Not Hispanic or Latino (%)	

Total must equal 100%   0%

Race

American Indian or Alaska Native (%)	
Asian (%)	
Black or African American (%)	
Native Hawaiian or Other Pacific Islander (%)	
White (%)	
More than one race (%)	

Total must equal more 100%   0%

▼   Population Served (if applicable)

Number of population
served (unduplicated)   [   ]

Gender

Female (%)   [   ]

Male (%)   [   ]

Total must equal 100%   0%

Ethnicity

Hispanic or Latino
(%)   [   ]

Not Hispanic or
Latino (%)   [   ]

Total must equal 100%   0%

Race

Asian (%)   [   ]

American Indian or
Alaska Native (%)   [   ]

Black or African
American (%)   [   ]

Native Hawaiian or
Pacific Islander (%)   [   ]

White (%)   [   ]

More than one race
(%)   [   ]

Total must equal 100%   0%

If explanation is necessary, please use the space provided:

[   ]

Section 5: Attachments

Attach ALL required attachments. To upload each required document, please click on the corresponding ⊕ icon. All required attachments as noted by an * must be uploaded or the application will not successfully submit through Fluxx.

If uploading an 'Other' document, one must enter text into the custom text box to the right of the uploaded document in order to ensure that the document is uploaded successfully.

Submitting the Application

Once everything has been uploaded and you have checked the entire application to ensure nothing has been left blank, click "Save" one final time. **To submit your application, you must click "Submit."**

If you are saving the application but not submitting it right away, it will be stored in Fluxx under 'Grant Request-To Submit;' it will NOT be found under 'Grant Request-To Edit.'

If you are saving the application but not submitting it right away, it will be stored in Fluxx under 'Grant Request-To Submit;' it will NOT be found under 'Grant Request-To Edit.
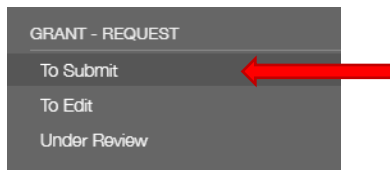
For any questions regarding Fluxx, please contact Annelise Huber at adphuber@kresge.org or (248) 643-9630.