ELIGIBILITY

My organization doesn't meet one or more of the eligibility criteria. Am I excluded from the initiative?

- The eligibility criteria are for the applicant of record (the organization that will be responsible for receiving the grant funds). We encourage collaboration among organizations that work in a neighborhood for these projects. Community-based organizations that cannot meet Kresge's criteria for this initiative are encouraged to seek a **Fiscal Sponsorship** by partnering with an organization that meets the criteria to serve as the applicant of record.
- Organizations may also consider submitting a **Collaborative Application**. Collaborative Applications are grant applications involving a collective where multiple organizations share leadership and ownership, building on each other's expertise to develop and implement a high-quality project. At least one of these organizations must meet all eligibility criteria and serve as the applicant of record (the organization that formally submits the application) in Kresge's online application system.

Are Detroit-based 501(c)(3) organizations with two years of operational history that only have volunteer staff eligible to apply?

- Yes, however, we will consider how all-volunteer staff impacts the organization's ability to execute the project. This reflects our desire to ensure grantee organizations have sufficient capacity to successfully execute their projects. Applicants with all-volunteer staff may still be competitive to receive a grant if they can share examples of past work that demonstrates the ability to complete the proposed project.

Our project does not take place in Detroit, but will impact the metropolitan Detroit region, including Detroit. May we apply?

- No. This grant initiative is focused on community-generated and community-led projects within the city of Detroit.

What financial documents must be submitted with the application?

- The only financial document required for the Concept Proposal submission is an annual organizational budget that details the organization's income and expenditures for the current, or most recently completed fiscal year.

- If invited to submit a full application, applicants of record with annual budgets of $250,000 or more are required to submit an independently prepared audit for the most recently completed fiscal year that follows Generally Accepted Accounting Principles or Government Audit Standards. We will accept 2017 audits from organizations that do financial reporting on a calendar year basis. Applicants of record with budgets less than $250,000 may submit a qualified financial review or IRS Form 990 for the most recently completed fiscal year in lieu of an audit.

We are already a Kresge grantee. May we apply?

- Yes. The Kresge Innovative Projects: Detroit initiative will consider proposals from past and current grantees of Kresge's Detroit Program and any of its national programs. Applicants requesting additional support for previously supported projects will be subject to the same review criteria as other applicants.
- However, recipients of Round 5 Planning and Implementation Grants, or Round 5 Implementation Grants, are not eligible to apply in Round 5.. Round 5 Implementation grantees, however, can be part of a collaborative application (as long as they are not the applicant of record) or act as a fiscal sponsor for another organization.

We are a university. May we apply?

- Yes. Universities are eligible to apply. We ask that when a college of a university submits their application that they include an organizational budget reflective of the college revenue and expenses for the year of 2018 rather than the organizational budget of the university as a whole.

Does applying for this grant preclude applying for other Kresge Detroit Program grants or for grants through other Kresge programs?

- An application to Kresge Innovative Projects: Detroit will not affect decisions related to other initiatives of the Detroit Program or initiatives of other Kresge programs.

May a past recipient of a Kresge Innovative Projects: Detroit grant apply for Round 6?

- Recipients of Round 1, 2, 3, or 4 Planning or Implementation grants may apply for a Planning and/or Implementation grant in Round 6. Recipients of Round 4 Planning grants are also welcome to apply for an Implementation grant if planning activities in the Round 4 grant have been completed.
- However, recipients of Round 4 or 5 Project Planning and Implementation Grants, or Round 4 or 5 Project Implementation Grants, are not eligible to apply in Round 6. Round 4 or 5 Project Implementation grantees, however, can be part of a collaborative application (as long as they are not the applicant of record) or act as a fiscal sponsor for another organization.
- In addition, preference will be given to applicants that have not previously received a **Project Implementation** grant through this initiative. This preference reflects the desire of the Kresge Detroit Program to support a diverse set of projects and partner organizations across Detroit through the Kresge Innovative Projects: Detroit initiative.

May projects that were previously submitted to KIP:D, but not funded, apply?

- Yes. We encourage applicants to highlight how their organization, project and/or project concept have evolved since the earlier application.

Are existing projects that wish to expand eligible for funding under this initiative?

- Yes. We will consider proposals involving the expansion of existing projects. Such proposals will need to focus on a discrete, clearly defined component of that project. As with proposals for new projects, expansion proposals will be evaluated on a competitive basis according to the review criteria listed in this guide.

May organizations submit more than one KIP:D Round 6 application?

- Organizations are requested to submit *only one* KIP:D application per round. If an organization submits more than one application, we will reach out to confirm which application the organization wishes to be considered for funding.
- However, an organization may be a fiscal sponsor or participate in a collaborative application on more than one project.
- Colleges within universities are considered separate organizations for this purpose and may each submit a KIP:D application.

USES FOR FUNDING

How may I use my capacity building for neighborhood projects grant funding?

- Capacity Building for Neighborhood Projects Grants are used for organizations that:
    - Would like to work on community projects that have already been identified through engagement with residents and stakeholders.
    - Would like to conduct pre-planning activities such as community engagement activities and events, connecting with potential partners, etc.;
    - Identify a community project that addresses community priorities through a series of engagement with community members; or
    - Would like to receive technical assistance including ways to sustain organizational efforts, navigating board governance structures, etc.

How may I use my project planning grant funding?

- Project Planning grants can be used in creating an in-depth plan, timeline and design for the project, securing experts, such as consultants, architects or contractors, and engaging community members to shape the design plan. The goal of a planning grant is to get the project ready to be implemented.
- Project Planning grant funding can be used for the following activities:
    - Staff and/or consultant time devoted to the project
    - Sub-grants or contracts to partner organizations for project work
    - Costs to secure site control

- Contracts for professional or technical assistance (e.g., design and planning)
- Project materials and supplies
- Costs associated with community outreach and communications efforts, including but not limited to: event planning and logistics, meals, transportation, day care, etc.
- Community events for the project
- Stipends for community members for project work
- Administrative and overhead costs related to the project.

How may I use my project implementation grant funding?

- Any of the allowable uses of planning grants can be combined with an implementation grant.
- Implementation grant funding can also be used for construction of the actual physical project, or the launch and delivery of programming and/or services. This can include the following activities:
    - Capital expenses
    - Fees for permits and other regulatory costs associated with the project
    - Costs to develop and deliver services or programs as part of the project scope
    - Costs for community engagement and events

GRANT TERMS

Does the applicant organization have to own the land on which the project is developed?

- No, but for project implementation grants, applicants that are invited to the full application stage must provide documentation demonstrating the organization's control of the project site. For Project Planning and Implementation grants, applicants must demonstrate in the full application stage a realistic path toward securing site control during the proposed planning phase of the project.
- Kresge defines site control as having any of the following in place with no delinquent tax liability on the property:
    - Ownership;
    - Purchase agreement;
    - Long-term lease agreement.

Does the project have to be confined within one neighborhood?

- No. Projects may span multiple neighborhoods; community can be defined by a shared identity, and not only by shared geography. The applicant must clearly define a "community" that will benefit from the project. For example, a project may serve a specific immigrant or artist community, but the applicant must demonstrate how the project will meet the review criteria for the "community" it defines.
- Regardless of whether a project is confined in a single neighborhood, all projects must be ones that: 1) can be completed within the two-year grant period and will not require follow-on funding to complete grant activities; and 2) there is a clear deliverable or takeaway at the end of the grant period. In most cases, these "takeaways" themselves build community connectivity and quality of life.

Will nonphysical projects be considered for grant funding?

- We will consider nonphysical projects, such as human services, public safety, and arts and cultural projects, as part of this initiative. As with physical projects, proposals for nonphysical projects will need to address the application review criteria, including their impact in a Detroit neighborhood or community. **Competitive projects will have discrete timelines and will not be dependent on continued Kresge funding for continuing impact.**

REQUIREMENTS FOR THE CONCEPT PROPOSAL

Is there a preferred method of submission – between a written letter and a video?
- No. We encourage applicants to use the method that most easily and effectively communicates their project.

What technical specifications does the video have to meet?

- Videos are only judged based on the outlined review criteria. The video is simply a means to convey your project idea and to respond to the four proposal questions.
- The technical quality of the video is not a factor. We encourage videos to be simple; cell-phone videos are perfectly acceptable.

My video is already on YouTube. Can I submit a YouTube link?
- Yes. Videos may be uploaded to YouTube. If you select this option, you can attach your link to the YouTube video in the application narrative.

What other documents are required as part of the Concept Proposal?
- All submissions must include either a written letter or a video, **AND** both of the following:
  - A brief letter on organization letterhead, signed by the chief executive officer or executive director, officially confirming submission of the concept proposal.
  - An annual organizational budget that details the organization's income and expenditures for the current, or most recently completed fiscal year.

    - We ask that when a college of a university submits their application that they include an organizational budget reflective of the college revenue and expenses for the most recent fiscal year rather than the organizational budget of the university as a whole.

THE FULL APPLICATION

If we are invited to complete a full application, does that mean we are guaranteed a grant?
- No. Limited grant funds are available, and we expect the selection process to be highly competitive. We do not expect to award grant funding to all organizations that are invited to complete full applications.

What narrative questions will be asked in the full application?

- We will invite selected applicants to complete full applications by late January or early February. At that time, we will share the narrative questions for the full application. Typically, narrative questions ask applicants to share the objectives and scope of their proposed project, how the project is informed by and reflects community goals, how the organization has engaged community members in the past, and information about the organization's capacity and timeline to execute the proposed project.

What documents need to be submitted with the full application?
- Full details with documentation requirements will be released to selected applicants by late January or early February. Documentation for the full application will be more extensive than the concept proposal. Examples of these documents include:
  - A detailed project plan
  - Demographic and qualification information about the organization's staff and board, including a listing and qualifications of project personnel;
  - Documentation demonstrating site control for physical projects (for implementation grants only);
  - An independently prepared audit for the most recently completed fiscal year that follows Generally Accepted Accounting Principles or Government Audit Standards. Organizations with annual budgets of $250,000 or less may provide a qualified financial review or IRS Form 990 for the most recently completed fiscal year in place of the audit.

THE GRANT AWARD

How are grantees supported throughout the grant period?

- Kresge's Detroit Program is committed to supporting grantees to complete the proposed projects in a way that reflects and advances community priorities. Thus, we are excited to partner with Michigan Community Resources (MCR) to offer capacity-building opportunities for the cohort of KIP:D grantees. MCR will work with each grantee to create organization-specific development plans to ensure that organizations are equipped with the tools and resources to execute their projects.
- MCR will also lead efforts to develop a network of KIP:D grantees that can share information, lessons and resources, and support each other to best serve their communities. We believe that learning and improvement requires collective involvement; thus, we will require that each grantee meets with MCR at least once per year to share professional development needs and allow MCR to best tailor services to serve grantee organizations.

What are the reporting requirements after a grant is awarded?

- Kresge's Detroit Program is committed to supporting grantees to complete their proposed projects in a way that reflects and advances community priorities. Final reports will be required for all grants at the end of the grant period.
- For projects that are awarded combined project planning and implementation funding, an interim report will be required before payment of implementation funds.
- We understand that each project is different, and there are many specific milestones that demonstrate a project's ongoing progress and success. The Kresge Detroit Program team will work to customize reporting questions that are most relevant for your project, so that reporting is not only a task, but an opportunity for your organization to showcase and celebrate your progress.