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 lead applicant. 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 submit a Collaborative Application by partnering with an organization that meets the criteria.

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 show preference for applicants with at least one full-time employee on staff. This preference reflects our desire to ensure grantee organizations have sufficient capacity to successfully execute their projects. An applicant with an all-volunteer staff may still be competitive to receive a grant if they can share examples of past work completed that show they have the capability 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 2016 audits from organizations who 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.

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 4?

- Recipients of Round 1, 2, or 3 planning or implementation grants may submit an application for a planning and/or implementation grant in Round 4. However, preference will be given to applicants who have not previously received an **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 or project 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.

USES FOR FUNDING

How may I use my planning grant funding?

- 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.

- 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

    - 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 implementation grant funding?

- Any of the allowable uses of planning grants can be combined with an implementation grant.

- Implementation grant funding can be used for the construction of the actual physical project, or in the cases of non-physical projects, for the launch and delivery of programming and/or services.

- Implementation grant funding can also be used for 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 implementation grants, applicants must provide documentation demonstrating the organization's control of the project site. 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, but 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 include 1) a clear timeline with a time-bound definition of success; and 2) a clear set of activities that move the project toward success.

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 focus on operating support for ongoing programs.

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?

- No. All videos must be submitted as attachments uploaded into the FLUXX application system.

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.

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 mid/late-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 mid/late-February. Documentation for the full application is typically 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;

- 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.

Can I discuss my application with a member of the Kresge team?

- Applicants may request a one-on-one meeting with a member of the Kresge team to ask questions about the initiative and allow Kresge staff to learn more about your project. These are entirely optional and are simply an opportunity for you to share more about your work. If you are interested, we suggest you reach out to schedule your meeting early in the full-proposal process.

THE GRANT AWARD

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 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.

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 KIPD 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.