

The ROE Foundation

A Charitable Trust • Established 1983 by Raymond O and Evelyn Sawyer

REQUEST FOR PROPOSALS: GRANT APPLICATION GUIDELINE

DEADLINE: 5:00 PM, PST/PDT, NOVEMBER 18

NOTICE: 2022 ROE FOUNDATION AWARD

With the significant amounts of funding coming from the State, Federal and Local governments for programs it was determined by the ROE Foundation Governing Board to forego the 2022 award cycle, with an exception of consideration for application in 2022 of any organization with an emergency need that the surge and COVID funding does not address and that meets the criteria for award from the ROE Foundation. The normal cycle of awards is expected to resume for 2023 projects.

Project Title:

Applicant Name:

DUNS Number:

Primary Contact for Application:

Address:

Contact Phone Numbers:

Email Address:

Background and Qualifications (20 points)

- Background and organizational history
- Qualifications and experience serving the populations identified in the grant application.
- Geographic region to be served

Statement of Need and Service (30 points)

- Description of program
- Need for program, what problems will the program address
- Is this expansion of an existing program or a new program
- Number of participants estimated to be served
- Outreach plan—how will you reach the proposed population
- Method of engagement—how will you plan and deliver this program
- Timeline of service planning and delivery

Reporting and Coordination of Services (30 points)

- Program evaluation frequency and method
- Monitoring methods that will be used to ensure services and funds fulfill the grant requirements
- Financial controls in place to ensure program funds are used as designated
- Capacity of your organization to delivery services—will you use existing resources or add new resources to implement the program
- Coordination with local resources—who else in the community will be working on this project
- Any subcontractors
- Key personnel

Program Budget (20 points)

- Program budget template
 - Salaries
 - Direct Service to Client
 - Operations

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- Administration
- Equipment/Materials
- Other sources of funds to be used to support this program
- Statement of sustainment—how will you fund this program in the future

Documentation

- Letters of Support
 - IRS letter certifying your status as a 501 (c) 3 tax exempt organization
 - Copy of most current Independent Auditor's Report or other full financial audit document
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