



The Elevation Grant Program Information Session

—MARCH 2022



**THE INDIANAPOLIS
FOUNDATION**

A CICF AFFILIATE

**IN PARTNERSHIP WITH
THE CITY OF
INDIANAPOLIS**



WELCOME

PRESENTERS

- **Pamela R. Ross**
Vice President of Community Leadership & Equitable Initiatives
The Indianapolis Foundation, a CICF affiliate
- **Alicia J. Collins**
Senior Consultant
The Elevation Grant Program
- **Alyson Parham Small**
President
Partec Consulting Group, Inc.
- **Beth Millikan**
Senior Accountant
Central Indiana Community Foundation (CICF)

AGENDA

- Welcome
- Ground rules
- Session Objectives
- The Indianapolis Foundation
- Highlights of Elevation Grant Program opportunity
 - Program Interest Areas
- Considerations before pursuing this opportunity
- Timeline for application and funding
- Grant preparation clinics
- Questions

GROUND RULES

- Listen for understanding
- Respect different levels of awareness, experience and expertise
- "Three and then Me"
- Please use the 3X5 cards to capture questions

SESSION OBJECTIVES

- Provide an overview of the Elevation Grant Program
- Highlight requirements for applicants
- Share information on The Indianapolis Foundation resources to support potential applicants and grantees



ABOUT THE INDIANAPOLIS FOUNDATION

THE INDIANAPOLIS FOUNDATION

HISTORY

- Founded in 1916 – one of the first community foundations in the country
- Oldest and largest community foundation in Indiana
- Focus on unique needs of Marion County's communities and individuals
- In 1997, The Indianapolis Foundation partnered with Hamilton County Community Foundation, then known as Legacy Fund, to form Central Indiana Community Foundation (CICF)

THE INDIANAPOLIS FOUNDATION

OUR MISSION

To mobilize people, ideas and investments to make this a community where all individuals have equitable opportunity to reach their full potential—no matter place, race or identity.

OUR VALUES

- Anti-racism
- Authentic Relationships
- Inclusivity
- Leadership
- Effectiveness & Sustainability



ABOUT THE ELEVATION GRANT PROGRAM

ABOUT THE ELEVATION GRANT PROGRAM

- Purpose
- Desired Outcomes
- Program Interest Areas
- Eligible Organizations
- Funding Rounds and Allocations
- Release Date
- Federal Requirements

LEARN MORE AT:
ElevationGrant.org

FRAMEWORK & DESIRED OUTCOMES

A comprehensive framework including neighborhood empowerment and community building to reduce violence in Indianapolis

Desired Outcomes:

- Address root causes
- Increase resident-led solutions
- Discover new innovative efforts
- Invest in infrastructure development for grassroots efforts
- A new narrative – qualitative metrics

PROGRAM INTEREST AREAS

- Thriving Neighborhoods
- Empowered Youth
- Restoration & Resilience
- Intervention
- Violence Reduction

FUNDING ROUNDS & ALLOCATIONS

ROUND ONE (\$5.5 Million)

- Thriving Neighborhoods
- Empowered Youth
- Restoration & Resilience

ROUND TWO (\$8.45 Million)

- Thriving Neighborhoods
- Empowered Youth
- Restoration & Resilience
- Intervention
- Violence Reduction

If funds are remaining from Round One, funds will be available for allocation in Round Two

KEY DATES

ROUND ONE

Applications open: April 1

Applications deadline: May 2

Grant announcement: July 1

ROUND TWO

Applications open: July 1

Applications deadline: Aug. 2

Grant announcement: Sept. 30

GRANT PREPARATION CLINICS:

- Monday, April 11 from 12 – 3 p.m. at Bethel Park
- Monday, April 11 from 5:30 – 7:30 pm (virtual)
- Wednesday, April 13 from 4:30 – 7:30 p.m. at Fay Biccard Glick Center
- Monday, April 18 from 4:30 – 7:30 p.m. at Riverside Park

LEARN MORE AT:
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QUESTIONS?



REQUIREMENTS FOR ALL GRANTEES

ELIGIBLE ORGANIZATIONS

- located in Marion County
- be a 501(c)(3) public charitable organization
- or a public entity partnering with a 501(c)(3) charitable organization as a fiscal sponsor

FEDERAL REQUIREMENTS

- Must follow uniform guidance (2 C.F.R. Part 200)
 - Provide guidance pertaining administrative requirements, cost principles, and audit requirements for Federal awards to non-Federal entities.
- Pertains to how federal funds may or may not be used
- Will be examined in more detail during the Budget Session on March 31
- **WARNING:** Cannot use Federal funds to pay for the development of the application.

FEDERAL REQUIREMENTS

- All grantees must have the following:

501c(3) status
with Internal
Revenue
Service

DUNS number
(This is
changing...)

Registered or
UEI in Sam.gov

In good
standing with
the State of
Indiana

ARE YOU READY?

Steps to take **BEFORE** the applications open

- Register or Have UEI with SAM.gov
- Confirm not-for-profit status is in good standings with IRS
- Organization is in good standing with the State of Indiana (ex. tax filing, business entity report)

FEDERAL UNIQUE ENTITY IDENTIFIER

- On April 4, 2022, the federal government will stop using the **DUNS Number** and start using new Unique Entity Identifiers (UEI) as the primary means of identifying entities registered for federal awards government-wide in the [System for Award Management](#) (SAM).
- [The UEI is a 12-character alpha-numeric value](#). Once issued, your entity's SAM UEI will not change. All DUNS numbers will be removed from SAM after April 4, 2022.
- Even sub-recipients will now need a UEI.

OTHER DETAILS ABOUT THE UEI

If you are already in Sam.gov, you already have a number

If you want to register in Sam.gov before April 4, 2022, you will still need a DUNS Number.

- Before April 4, go to [Dun & Bradstreet and request a DUNS Number.](#)
- [Then go to SAM.gov to register your entity.](#)
- [The process for registering your entity with SAM.gov is not changing.](#)
- [You will be assigned a Unique Entity ID as part of the SAM.gov registration process](#)
- On or after April 4, 2022, you will be assigned a Unique Entity ID as part of the SAM.gov registration process. A DUNS Number will not be necessary.

TWO DIFFERENT NUMBERS REQUIRED FOR NOT-FOR-PROFITS



WHAT IS SAM.GOV?

SAM.gov: validates entity uniqueness for USG tracking of grantees, suppliers, contractors and other recipients of federal assistance

Register in SAM.gov

Register an entity (renew every year; registration is free)

You will need:

- Unity Entity Identifier (DUNS)
- Entity bank information
- Taxpayer Identification Number (ie. EIN)

Watch for (if registering):

Select: “I only want to apply for federal assistance opportunities, like grants, loans and other financial assistance”

CAGE Code will be given during the process, if you do not have one

Registrations can take 7-10 business days, but can take longer. Do as soon as possible!

GSA Video: https://www.youtube.com/watch?v=4Hqs_L0B5kl&t=1s (8:13 minutes)

CONFIRMING TAX-EXEMPT STATUS

Did you know you can check to see your organization's tax-exempt status?

- Eligibility to receive tax-deductible charitable contributions
- Review information about the organization's tax-exempt status and filings.

About the Tax Exempt Organization Search Tool

- The [online search tool](#) allows you to search for an organization's tax-exempt status and filings in the following data bases:
- [Form 990 Series Returns](#)
- [Form 990-N \(e-Postcard\)](#)
- [Pub. 78 Data](#)
- [Automatic Revocation of Exemption List](#)
- [Determination Letters](#)

INDIANA SECRETARY OF STATE

Make sure your organization is current with annual report filings

- <https://inbiz.in.gov/business-filings/business-entityreport#>

THE INDIANAPOLIS FOUNDATION'S COMMITMENT TO INFRASTRUCTURE DEVELOPMENT

Grant Preparation Clinics

- One budget development clinic to help organizations understand how to prepare a budget
- Three grant writing clinics to help organizations write their own applications
- You must register in advance for clinics
- You may only register one grantwriting clinic
- Sessions will be offered throughout city including one virtual session

Email support – ElevationGrant@cicf.org with questions

Ongoing support for organizations after the award

CONSIDERING A FISCAL SPONSOR?

- Organizations too small to manage the financial reporting requirements internally or groups/individuals without a 501(c)(3) may need a fiscal sponsor
- The fiscal sponsor must be another 501(c)(3) nonprofit that must adhere to all applicable grant rules and regulations. Any misuse of federal funds becomes the sole responsibility of the fiscal sponsor.
- If two or more agencies partner to pursue a grant, the Federal government acknowledges one agency as the fiscal sponsor (lead). The fiscal sponsor receives the funds and ensures that the funds are spent in accordance with the rules and regulations.
- A written agreement between the two organizations should be established prior to applying for the funds.

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HOW TO SUBMIT THE APPLICATION

All applications must be submitted using our online grant portal, SmartSimple, which allows you to manage your organization profile, complete progress reports and more.

To register & submit application: <https://cicf.smartsimple.com>

Note: You can begin the registration & organization profile **NOW**

HOW TO PREPARE

- Register organization in SmartSimple (online grant portal used by The Indianapolis Foundation) [<https://cicf.smartsimple.com>]
- Gather your registration requirements if need be
- Figure out if you will need a fiscal sponsor
- Review the (Request for Proposal) RFP online in detail and highlight areas you have questions – **will be online at ElevationGrant.org by April 1**
- Start to build a proposal outline – following the instructions in the RFP

LEARN MORE AT:
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MORE WAYS TO PREPARE

- Register for the Grant Preparation Clinic online [HERE](#) – Don't wait for the last one!
- Review your existing boilerplate language to update – if you have it. If you don't, start to write out your story
- Make sure you bring your computer (extension and power cord) and RFP to the clinic!

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RESOURCE LINKS FOR POTENTIAL APPLICANTS

- Register or Request UEI with SAM.gov
 - Website: <https://sam.gov/content/home>
 - YouTube video from GSA: https://www.youtube.com/watch?v=4Hqs_L0B5kl&t=1s (8:13 minutes)
- Confirm organization is in good standings with IRS and State of Indiana



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