**FREQUENTLY ASKED QUESTIONS** *Updated 10/12/16*

**~ Eligibility ~**

**For the purposes of this grant, how do you define “older adults”?**

Organizations that serve people age 55 or older will be considered as serving “older adults.”

**Who/what IS NOT eligible for a grant?**

In addition to the eligibility criteria in the RFLOI, funding will ***not***be granted for:

* Organizations that discriminate on the basis of race, gender, religion, culture, age, physical disability, sexual orientation, gender identity, status as a military veteran or genetic information;
* Political or lobbying activities;
* Benefits, fundraisers, walk-a-thons, telethons, galas or other revenue-generating events;
* Advertising; or
* Scholarships or other direct funding to individuals.

**Why are the grants restricted to rural Minnesota?**

Funding for this grant program is made available through the Margaret A. Cargill Foundation (MACF) and the geographic area reflects MACF’s focus on rural Minnesota.

**What should we use to determine population?**

The most recent census data.

**As a for-profit member, is there any way that we can participate in this grant program?**

Yes, there are two ways for-profit members can apply:

1. Partner with a nonprofit fiscal sponsor such as your local Area Agency on Aging, local workforce organization, etc.; or
2. Partner with a 501(c)(3) provider member and submit a joint Letter of Intent.

**~ GRANT FUNDS ~**

**Will you consider general operating grants?**

No

**Are matching funds required?**

**No**

**Will you fund grantee administrative expenses?**

Yes, up to 10% of the grant award. Applications will be evaluated in part on the extent to which the budget is thorough, appropriate and realistic.

**Will you fund capital campaigns or capital projects?**

Capital campaigns will not be funded; but capital expenditures that enhance the work environment (e.g. creating a webinar/training room) or support a proposed workforce solution (e.g. technology, equipment, employee daycare space, etc.) would be eligible.

**Could grant money be used to contract services out to another organization?**

Yes

**We have multiple settings on our campus (care center, assisted living, adult day) and would like to test out workforce solutions in each of the settings. Would our grant be limited to $25,000?**

Not necessarily. If each setting applied separately, each application would be subject to the grant maximum. This also applies to an organization with multiple sites.

**~ COLLABORATIONS & Partnerships ~**

**If partnering with one or more organizations, are we required to have an MOU?**

Yes, please include how the grant money will be allocated and who will administer the grant.

**Would you consider informal collaborations?**

It depends, please contact Lori Meyer at [lmeyer@leadingagemn.org](mailto:lmeyer@leadingagemn.org) to discuss your project and its partners.

**~ Process ~**

**Will you be making another round of grants after this one?**

Yes, an additional grant round is planned for 2017.

**If we are funded, do we have to participate in the technical assistance?**

Yes, technical assistance and shared learning are an important component of this grant making effort. These systems will be tailored to incorporate identified best practices in support of grantees.

**If our LOI is approved and we are invited to submit a proposal, when would we be notified?**

Applicants will be notified regarding the status of their grant application by 11/1/16.

**I’m not sure my project fits, whom can I talk to about it?**

If you aren’t sure if you should apply, please contact Lori Meyer at [lmeyer@leadingagemn.org](mailto:lmeyer@leadingagemn.org) to discuss your project idea.

**Who decides which organizations receive grants?**

The LeadingAge Minnesota Foundation Program Officer will complete due diligence, including grant review, financial review, site visits (in person/phone), etc. to ensure applicant capacity. An Independent Review Panel (IRP) will review the proposals and select grantees. The IRP’s slate of recommended grantees will go to the LeadingAge Minnesota Foundation Board of Directors for ratification. ***To avoid conflicts of interest, IRP member organizations will be ineligible to apply for funding during the grant round in which the IRP member is a reviewer.***

**Who are the members of the IRP?**

IRP members are residents from across Minnesota. They have some of the following qualifications:

* Experience working with older adults as a direct service provider, community based organization, part of the healthcare system or affiliated with a government program;
* An understanding of the critical issues facing aging in rural communities;
* Knowledge or experience specifically related to workforce issues, challenges and solutions;
* An appreciation and understanding of the strengths and challenges faced by leaders and organizations of all sizes;
* Knowledge or expertise in aging services as an academic or subject matter expert;
* Experience as a caregiver or recipient of care; or
* Previous grant making experience as a volunteer or staff member.

**~ Letter of Intent Questions ~**

**Our year end is 12-31-16, what should I use for FY2016 operating revenue?**

Applicants can use year-to-date revenue or estimated year end revenue, just be sure to note what you are using on the LOI cover page.

**On the LOI Cover Sheet, what is meant by “fiscal sponsor”?**

For profit organizations need to partner with a nonprofit fiscal sponsor to apply. Applicants who are 501(c)(3) or governmentally owned organizations do not need a fiscal sponsor.

**Will the LOI submission deadline be extended?**

Given the workforce challenges being experienced by members, we will not be extending the LOI deadline so that we can get funding in the hands of providers as quickly as possible. We recognize that some members may need additional time to identify a workforce solution to propose. Therefore, a second round of grants will be conducted next year with the Request for Letters of Intent (RFLOI) released in March 2017.