



FY 2022 GRANT GUIDELINES & SCORING RUBRIC

OPPORTUNITY

The Detroit Residents First Fund (DRFF) is a collaborative effort of private foundations, nonprofits and community leaders whose mission is to support those working to improve Detroit's neighborhoods for those with the least access to power and social capital. This will be accomplished by providing leadership development opportunities and training focused on expanding resident engagement, building resident power and developing other skills helpful in guiding the future of their neighborhoods.

Awarded organizations will partner with DRFF to achieve the following objectives:

1. To create opportunities for leadership development and to ensure leaders are equipped, cared for and have time and space to think strategically about their work.
2. To support networks and organizations led by native Detroiters and/or people of color in their efforts to identify their neighborhood priorities and advocate for policies that support the social, economic and environmental sustainability of their communities.
3. To raise the visibility of resident engagement, resident power and movement-building as worthwhile investments necessary to sustain transformation in Detroit's neighborhoods.
4. To create a fund where foundations, community leaders and residents work together to identify and implement innovative strategies to respond to rapidly changing conditions in our neighborhoods.

CRITERIA FOR PROPOSALS

Organizations can apply for up to \$50,000 for the first year (May 2, 2022 – April 31, 2023). Additional financial resources - up to \$50,000 or more – will be available for a second and third year to support your proposed work based on project needs.

While proposals can include ideas or collaborations, whether or not they are perfect or fully

formed, the proposal must describe how your work will accomplish the following three priorities: 1) led by Detroit residents 2) expand beyond your current efforts to engage residents and 3) build the collective leadership of residents within a specified neighborhood or city as they participate in implementing the proposed work.

ELIGIBLE ENTITIES

1. Detroit based organizations with either 501c(3) status or with a fiscal sponsor. Wayne Metro Community Action Agency can serve as fiscal sponsor, if needed, for organizations and will not charge a fee.
2. Start-up endeavors, informal networks, grassroot organizations and established non-profits, including community development organizations, are all eligible to apply.
3. The goal of the fund is to increase access to financial resources for those who have not traditionally received financial support from foundations.

HOW TO APPLY

Complete applications are due by 5:00 pm on March 4, 2022. Late submittals will not be accepted. Incomplete applications will not be considered.

It is strongly recommended to submit the application online.

- The online application is available [here](#)

However, applicants may opt to hand deliver a printed application form along with all applicable attachments. The printable form can be filled in using Microsoft Word or printed out and filled in by hand.

- The printable application form can be downloaded [here](#).
- Hand delivered applications will be accepted on WEDNESDAYS from 9:00 am- 5:00 pm, at:

Wayne Metro Community Action Agency
7310 Woodward Ave, Detroit, MI 48202

A complete application includes:

- Completed online or paper application, with all required questions answered
- Complete project budget
- Copy of 501(c)3 Certificate/Letter of Determination or identification of your fiscal sponsor
- Property deeds (if applicable)

If you need access to a computer or internet access, the following organizations will make computers available for your use.

- Stoudamire Wellness Hub at the EAST Eastside Community Network
4401 Conner St, Detroit, MI 48215
(313) 571-2800
- CENTRAL Wayne Metro Community Action Agency
7310 Woodward Ave, Detroit, MI 48202
(313) 873-6000
Available Wednesdays 9:00- 5:00 pm

REQUIREMENTS

- Comply with all grant agreement requirements, including: submitting an interim and year end report. Reports will include documentation of expenses, brief project summary, challenges or needs and update on expenses/cash on hand.
- Funded entities will be required to participate in the Capacity Building and Leadership Development program up to 10 hours a month. Feedback from you about types of training and support will be needed.
- Funded entities will be required to participate in evaluation activities

TIMELINE

January 24, 2022	<i>Application Released</i>
February 9, 5-6 pm February 23, noon- 1pm	<i>Virtual Information Session (Recommended):</i> <ul style="list-style-type: none"> ● February 9 Registration, 5- 6pm: Sign up here ● February 23 Registration, 12- 1pm: Sign up here
January 24- February 25th	<i>Technical Assistance Sessions available by appointment:</i> <ul style="list-style-type: none"> ● Sign up here
February 28th	<i>Last day to submit questions regarding the grant to DRFF@waynometro.org</i>
March 4th	<i>Applications are due by 5:00 pm</i>

March 7th- 25th	<p><i>Proposal Review and Scoring</i></p> <ul style="list-style-type: none"> • <i>Proposals will be reviewed by a sub-committee of DRFF Steering Committee Members.</i>
April 1st	<p><i>Notification of Award</i></p> <ul style="list-style-type: none"> • <i>Applicants will be notified of a final decision no later than April 1st</i>
April 20th	<p><i>Mandatory Orientation and Contract Signature Date</i></p> <ul style="list-style-type: none"> • <i>OFunded programs will be issued a contract outlining grant expectations including payment procedures, data collection and reporting requirements.</i> • <i>An authorized representative from your organization must attend.</i>

Please do not contact foundations or community leaders directly to ask questions regarding the application process.

KEY DEFINITIONS

The goal of the following definitions is to provide clarity regarding the ideas and concepts included in the fund guidelines.

- Informal Network: A self-organizing group of people or organizations whose relationships exist outside of hierarchies and formal partnerships in order to be more flexible, responsive and innovative.
- Community Development Organization: A professional not-for-profit tax-exempt organization and the key facilitator of community development work in a defined neighborhood. A CDO is a place-based organization accountable to local stakeholders (especially residents), who comprise the majority of its Board. A CDO is distinguished from other organizations by its role as the “sustained voice” in the community it serves, working with other partners. A CDO is a trusted neighborhood institution with strong relationships that knows stakeholders’ priorities and needs.
- Grass Roots Organization: Volunteer associations that focus on small geographic areas or projects within a defined neighborhood. GROs partner with CDOs to create plans and carry out projects. Examples of a GRO: block club, neighborhood council, business

association, school organization, youth group.

- Leadership Development: Activities that are purposeful in expanding one's ability to envision, plan and execute strategies through partnership with others.
- Movement-Building: The collective processes and infrastructure that create shared vision, strategy, and action across different organizations and sectors to create social, economic, and environmental justice.
- Resident Engagement: An approach that centers on community members identifying the changes they want to see within their community and as well as the on-going support required to ensure their priorities are included in the final decisions.
- Resident Power: The ability of citizens to come together and build the necessary influence to ensure the needs of their neighborhoods are not overlooked.
- Social Capital: Networks of relationships among people who share the same values, beliefs and norms that facilitate cooperation and benefit for its members.

SCORING RUBRIC

The following rubric will be used by the members of the DRFF Steering Committee to to review and assess your proposals:

IN KEEPING WITH THE INTENT OF THE FUND, UP TO ONE POINT EACH MAY BE AWARDED FOR THE FOLLOWING CHARACTERISTICS:					SCORE
1) Is the entity led by inative Detroiters or people of color?					
2) Is the entity doing work in an overlooked neighborhood?					
3) Is the entity lead by an emerging leader?					
WHAT DO WE MEAN?	SCORING CATEGORIES	3	2	1	SCORE
1) ALIGNMENT WITH OVERALL MISSION & OBJECTIVES	PROJECT GOALS How well does the proposal align with DRFF's stated purpose and objectives ?	Proposal is clearly aligned and thoroughly documents how the proposed work will support DRFF objectives.	Purpose is stated and some evidence of alignment with DRFF objectives is present.	Purpose is unclear or does not align with DRFF objectives.	
2) EVIDENCE OF THE THREE PRIORITIES	PROJECT DESIGN How well does the proposal clearly describe how the three priorities show up in the work?	Solid proposal and activities are defined, explained, and clearly illustrates how the work with accomplish the priorities.	Adequate proposal with defined activities, but project is somewhat unclear and is not linked to priorities.	Proposal is vague and not clearly linked to project goals.	
3) FINANCIAL MANAGEMENT	BUDGET Is the proposed budget reasonable and cost efficient for the project proposed?	Budget is complete and contains all required information. Budget is cost effective and reasonable based on the proposed project.	Budget is somewhat reasonable and cost efficient for the proposed project.	Budget lacks required information. Budget is not reasonable or cost efficient for the proposed project.	

TOTAL SCORE :