



# AIDS Service Foundation of Greater Kansas City Community Education Grants Program Request for Proposals

## I. AIDS Service Foundation (ASF) Mission

The mission of the AIDS Service Foundation of Greater Kansas City is to raise money to support the Kansas City metropolitan HIV/AIDS community while raising awareness about HIV. We accomplish our mission by:

1. Assisting equally the four Kansas City AIDS Service organizations: Good Samaritan Project, Hope Care Center, KC Care Health Center, and SAVE, Inc.
2. Awarding grants to not-for-profit organizations that support the specialized needs of the diverse communities impacted by HIV/AIDS by promoting awareness, education, and prevention.

## II. AIDS Service Foundation Community Grants Program

### A. Funding Priorities

The AIDS Service Foundation will award grants to not-for-profit organizations which serve specialized needs of the community in dealing with HIV/AIDS. We seek proposals from organizations providing innovative, direct-service projects including a focus on awareness, education, and prevention.

In addition, the ASF Education and Outreach Committee is looking for projects focused on at risk and underserved populations (For Example: Youth, Trans, Homeless, Black, Hispanic).

### B. Eligibility

Any interested not-for-profit organization with a 501(c) (3) IRS status is eligible to apply to the AIDS Service Foundation Community Education Grants Program.

The mission of the Applicant organization should match the goals and mission of the AIDS Service Foundation.

Funding for this period is limited to qualified organizations in the five (5) county Kansas City metropolitan area including Jackson, Clay, and Platte Counties in Missouri, and Johnson and Wyandotte Counties in Kansas.

### C. Application Process

This year's schedule for the Grants Program follows:

- a. To be considered, one (1) copy of the Grant Application, with any attachments, **must be received by Friday, August 31, 2018**. Send the application and attachments to Ryan Gove, ASF Vice President of Education and Outreach, at [ryankgove@gmail.com](mailto:ryankgove@gmail.com)
- b. Notice of receipt of the proposal will be sent to the contact email address on the application.
- c. Each proposal will be screened to determine eligibility.
- d. The Community Education Grants Committee will review each eligible proposal and make final award decisions.
- e. Announcement of the awards will be made and distributed in September 2018.

#### D. Criteria

The grant applications received by the due date will be scored on the following criteria:

a) Completed Application	10%
b) Alignment with ASF Educational Mission	20%
c) Potential Number Impacted	10%
d) Population(s) Served	10%
e) Demonstrated Need	20%
f) Project Goals and Objectives	20%
g) Proposed Use of Funds	10%

#### E. Grant Amounts

AIDS Service Foundation has awarded Community Education Grants in amounts maxing out at \$10,000.

#### F. Application Format

The ASF Community Education Grant Application Form must be completed and signed. The application should be submitted with the organization's IRS tax-exempt ruling letter and additional attachments as detailed on the Grant Application Form.

#### G. Evaluation

Grant recipients will be expected to make a written report describing their use of the grant funds to the ASF at the completion of the project or by June 30, 2019, whichever date is earlier. The Vice President of Education and Outreach will provide the form to be used which will focus on measurable outcomes and metrics.

#### H. Contact

For questions about this Request for Proposal or if there is a need for additional information please contact Ryan Gove, Vice President of Education and Outreach, at [ryankgove@gmail.com](mailto:ryankgove@gmail.com). Additionally, the application form can found at the Foundation's website – [www.asfkc.org/grants](http://www.asfkc.org/grants).

### III. Terms and Conditions

#### A. Confidentiality and Ownership

All responses must be submitted in the format requested in this document and in the Grant Application. All responses submitted become the property of the AIDS Service Foundation. The AIDS Service Foundation may make changes to the responses or require additional information if clarification is needed.

Applicants will not publicly announce or disclose participation in this application process, or advertise or release any publicity regarding this application or the fact that the aforesaid discussions are taking place or the nature of such discussions.

#### B. No Agreement

This Request for Application is not an agreement or a guarantee. Applicants receive no rights whatsoever as a result of their response. The AIDS Service Foundation may accept other responses, accept or reject any response, in whole or in part, or reject all responses, with or without notice or reasons. If no response is accepted, the AIDS Service Foundation may abandon the grant process. In addition, the AIDS Service Foundation may add Applicants at any time.

Applicant's response to this application does not grant Applicant any rights of ownership, licenses, or any other intellectual property rights in any materials provided to Applicant by the AIDS Service Foundation as part of this application.

The AIDS Service Foundation reserves the right to pursue a grant on a local or regional basis. The AIDS Service Foundation also reserves the right to award no grant during the process.

C. Cost and Expenses

Any expenses incurred by the AIDS Service Foundation or by the Applicant, as a result of this application, will be paid by the party incurring the expense. The AIDS Service Foundation will not reimburse any of the Applicant's costs.

D. Amendments

The AIDS Service Foundation may make changes to this application or timeline or request additional information on the Applicant's response if clarification is needed.

E. Compliance

Acceptance of the provisions contained throughout this application is a necessary condition to submitting an application. If the Applicant disagrees with these conditions, it should indicate its non-compliance in written form at submittal. A non-compliant applicant may be rejected unless the reason for non-compliance is explicitly and subsequently accepted by the AIDS Service Foundation under no obligation or discretion.