



2018 JACK HOPKINS SOCIAL SERVICES FUNDING PROGRAM

Technical Assistance Meeting

2018 COMMITTEE MEMBERS

City Council:

Allison Chopra, Chair

Dorothy Granger

Isabel Piedmont-Smith

Andy Ruff

Susan Sandberg

Community:

Jennifer Crossley

Tim Mayer

INTENT: IMPROVING THE HUMAN CONDITION

- Highest priority given to emergency services (food, shelter, and medical care) or other support to City's most vulnerable residents:
 - Low income
 - Under age 18
 - Elderly
 - Affected with a Disability, or
 - Otherwise Disadvantaged

2018 PROGRAM: WHAT STAYS THE SAME

- **COLLABORATIVE APPLICATIONS**

- Provides that agencies may submit two applications: one on behalf of own agency, one on behalf of collaborative initiative

- **E-APPLICATIONS**

- **CORE CRITERIA**

- Address a previously-identified need
- One-time investment
- Fiscal leverage
- Broad and long-lasting benefit to community

- **FIRM DEADLINE:** MONDAY, 02 APRIL, 4:00 PM (No late applications)

- **PLAN ON SPENDING ANY GRANTED FUNDS BY EARLY DECEMBER 2018.**

2018 PROGRAM: WHAT STAYS THE SAME

- **Additional reporting requirement for operational funds**
 - For agencies granted operational funds this year, the Committee is asking that the agency provide outcome data at two points: at the end of 2018 and again by March 1 of the following year.
- **Two-page narrative requirement (still) eliminated**
 - Instead, applicants provided an additional field on the application to further unpack their proposal.

2018 PROGRAM: WHAT STAYS THE SAME

- **Pilot for a loosened one-time funding rule continues in 2017**

- For the third year in a row, the Committee will accept applications asking for operational funds that do not meet one of the long-standing exceptions to the one-time funding rule: pilot, bridge, or collaborative.
- Committee will assess the efficacy of this new allowance at the end of this year's process.
- Do not want to encourage reliance. Funding this year does not guarantee funding next year.



Any application for operational funds must be still accompanied by a well-developed plan for future funding.

OPERATIONAL FUNDS – YEAR 3 OF THE PILOT

What is the Committee looking for?

- Strong case for satisfaction of community need
- Solid plan for future funding – i.e., a plan more concrete than “we plan to fund raise to sustain this...”
- Leverage
- Broad and long-lasting benefits to the community

2018 PROGRAM: WHAT CHANGES

- **Up to \$300,000 to allocate (+ unused 2017 dollars)**
- **New non-reverting Jack Hopkins Fund**
 - The new fund is intended to allow the community to be more responsive to the applicant pool. In years where the applicant pool is weak, the Committee may not recommend allocation of all available dollars. Instead, the Committee may “bank” those dollars for future use.

2018 SCHEDULE

APPLICATIONS DUE:	MONDAY, 02 APRIL 2018, 4:00 PM
--------------------------	---------------------------------------

COMMITTEE MEETS TO DISCUSS APPLICATIONS	MONDAY, 23 APRIL 2018, 5:30 PM Council Library (Room #110)
--	--

AGENCY PRESENTATIONS (A-Z)	THURSDAY, 03 MAY 2018, 5:30 PM Council Chambers (Suite #115)
-----------------------------------	--

PRE-ALLOCATION MEETING	MONDAY, 21 MAY 2018, 5:30 PM Council Library (Room #110)
-------------------------------	--

ALLOCATION HEARING	THURSDAY, 24 MAY 2018, 5:00 PM Council Chambers (Suite #115)
---------------------------	--

DEBRIEFING MEETING	TUESDAY, 05 JUNE 2018, 5:30 PM Council Library (Room #110)
---------------------------	--

HAND TECHNICAL ASSISTANCE FOR GRANTEES	TUESDAY, 19 JUNE 2018, 8:30 PM McCloskey Room (#135)
---	--

HOW TO APPLY

- ALL APPLICATION MATERIAL AT: www.bloomington.in.gov/jack-hopkins
- APPLICATIONS SUBMITTED TO: council@bloomington.in.gov
- COMPLETE APPLICATION INCLUDES:
 - Completed Application Form – includes basic data and word-limited project summary
 - Project Budget
 - Year-End Financial Statement (prefer P&L statement & balance sheet)
 - Signed, written estimates for any proposal for capital improvements
 - MOU signed by all agencies participating in a collaborative project

KEY CONSIDERATIONS

- Address and satisfy criteria
- Clear and concise
- One application/agency unless a collaborative project
- Must be 501(c)(3) or have a fiscal agent that is one
- \$1,000 minimum request (actual grants can be lower)

READ ELABORATION OF CRITERIA

Over time, Hopkins Committees have detailed the meaning of each Hopkins criterion. Those details are found in the *Elaboration of Criteria*.

 Please take care to review the *Elaboration* before developing and submitting your proposal.

Posted at: www.bloomington.in.gov/jack-hopkins

TIPS & EXAMPLES

- Clarity and concision matters
- Application should be self-explanatory and self-contained (i.e., no need for staff follow up; no addenda submitted post deadline)
- Good applications are as varied as the projects they propose; however, the 2015 Volunteers In Medicine application used as an example of a focused grant. This, and other past applications, are posted on the Committee's webpage: www.bloomington.in.gov/jack-hopkins.

UNSUCCESSFUL ASKS – A Few Examples

Illustrative, but not exhaustive

- Asking for funds for capital improvements outside the City limits
- Asking for a laundry list of items without any connected programmatic nexus
- Asking for funds to benefit a population that is not vulnerable
- Serial asks for operational funds without a clear vision for future funding
- Asking for funds for events or celebrations

WHEN RECEIVE A GRANT: WHAT IS EXPECTED

- Council will vote on Committee's recommendations in mid-June; **funding available** shortly thereafter
- **Sign** a Funding Agreement in June
- Attend HAND's Technical Assistance meeting in June
- Plan to **spend** your grant funds by December 1, 2018
- **Report** back to us as required by the Funding Agreement
- **Publicize** your Hopkins grant pursuant to the Funding Agreement

Living Wage Requirements

(Bloomington Municipal Code §2.28)

An agency is subject to the *Living Wage Ordinance*, only if all three of the following are true:

- 1) the agency has **at least 15 paid employees** (full, part and temporary); and
- 2) the agency receives **\$25,000 or more in assistance** (JHSSF, CDBG, tax abatements; BIIF; CRED) from the City in the same calendar year; and
- 3) at least \$25,000 of the funds received are devoted to the **operation** of a social services **program**, not for physical improvements and not for equipment (computer, refrigerator, loading dock, etc.)

QUESTIONS?