



CHICAGO HOUSING CONSULTING SERVICES

Chicago Housing Consulting Services, Inc. NFP (“CHCS”) Grant Initiative

REQUEST FOR APPLICATIONS FOR 2021 GRANTS

Empowering Youth, Strengthening Communities

November 8, 2021 through December 6, 2021

CONTEXT AND RATIONALE

Initiative Goal: The *Chicago Housing Consulting Services, Inc. NFP (“CHCS”)*, a 501(c)(4) affiliate of the Chicago Housing Authority (“CHA”) created a grant making initiative to promote program expansion, capacity building and program implementation in child and youth development, youth education, economic development, social justice, and community beautification. As a continuing effort to establish innovative ways to enhance or expand new or existing supportive programs and activities that will help to strengthen neighborhoods, grants will be awarded up to \$10,000 to support enriched quality of life for children and youth.

Objective: Award grant funds up to \$10,000 to eligible organizations that are governed by a Board of Directors (or other equivalent governing body) and possess an IRS assigned Federal Employer Identification Number.

FUNDING AND SUPPORT

The *CHCS Grant Initiative* team will: 1) evaluate and score the effectiveness of submitted applications, 2) award grants to eligible organizations for eligible activities, 3) monitor progress of activities as stated on the grant application, and 4) obtain awardee and participant feedback from final reporting and satisfaction survey. See Scoring Matrix.

WHO CAN APPLY

The CHCS Grant Initiative team will solicit responses from local organizations that have demonstrated: 1) having a 501(c)(3) or 501(c)(3) fiscal agent, 2) effective operations for at least one year, 3) ability to manage budgets and programs, 4) a structured Board of Directors or governance body, and 5) IRS assigned organizational Employer Identification Number (“EIN”) and an established operating budget of less than \$750,000 during 2020. **Past CHCS grantees are not eligible for future CHCS grant awards.**

HOW TO APPLY

Here you will find the application for the CHCS grant opportunity at <https://chcsgrantinitiative.thecha.org/> beginning November 8, 2021. All applications must be submitted electronically by December 6, 2021. Applications will not be accepted after the specified grant application deadline.

CHCS GRANT INFORMATION SESSION (VIRTUAL)

Video recording of the November 2nd session can be found here:

https://youtu.be/_mrK6jvs4-c



CHICAGO HOUSING CONSULTING SERVICES

CONTACT INFORMATION

If you have any questions or need additional information, please contact Margaret Jones, CHCS Program Officer at (312) 913-7354 or CHCS@thecha.org

Grant Application Review

When reviewing grant applications, the CHCS grant review committee will consider the following:

- Potential community impact of the grant to support and strengthen neighborhoods.
- **Potential funded projects of interest will include: Child and Youth Development, Youth Education, Economic Development, Social Justice, Community Enhancement and Beautification.**
- Local volunteerism and partnership involvement in support of the project.
- Commitment to fiscal responsibility and quality management.
- Grants may not be used for any political campaign or to support attempts to influence the legislature of any government body.

The grant application must outline project goals and objectives, implementation plan, budget, staffing, volunteer component, and explanation of how the proposed CHCS project will impact the implicated community.

Please adhere to the following checklist:

1. Complete CHCS application via, <https://chcsgrantinitiative.thecha.org/>
2. In separate attachments via the CHCS Grant Portal, provide the following:
 - A. description of your organization including Organizational Chart, Resumes of Key Personnel, and description of past organizational success via the CHCS Grant Portal.
 - B. organization's officers and Board of Directors
 - C. budget for the proposed program, sources and uses
 - D. most recent financial statement.

All applications must be submitted via <https://chcsgrantinitiative.thecha.org/> no later than 11:59p.m. CST, Monday, December 6, 2021. Applications will not be accepted after the specified grant application deadline. LATE SUBMISSIONS WILL NOT BE ACCEPTED.

Upon submission, your application and materials become the property of CHCS and will not be returned in any form or manner. The CHCS application may also be reviewed with other professionals and organizations, for project assessment and potential community impact. CHCS operates without discrimination as to age, race, religion, sex, gender, sexual orientation, disability, or national origin in the consideration of grant requests. CHCS funds only grant seekers who do not unlawfully discriminate as to age, race, religion, sex, gender, sexual orientation, disability, or national origin.



CHICAGO HOUSING CONSULTING SERVICES

Application Scoring Matrix

Grant applications will be scored on a one hundred (100) point scale by the CHCS Selection Committee based on application categories and need. CHCS will award organizations with the highest score rankings. When reviewing grant applications, the selection committee will consider the following:

- Community impact of the grant to support and strengthen neighborhoods
- Projects of interest include: Child and Youth Development, Youth Education and Learning, Economic Development, Social Justice, Community Enhancement and Beautification
- Local volunteerism and partnerships
- Commitment to fiscal responsibility and quality management

CHCS GRANT APPLICATION SCORING CATEGORIES

ORGANIZATION EXPERIENCE, QUALIFICATIONS AND NEED (Maximum 30 points)

- Efficiency and effectiveness of organization and key staff include an Organizational Chart (10 pts)
- Experience and credentials of key personnel (10 pts)
- Demonstrated success and accomplishments of the organization (10 pts)

PROJECT PROPOSAL DESCRIPTION (Maximum 55 points)

- Clear and concise description of activities to be performed, including any partnerships and volunteerism (15 pts)
- Identify community need and impact for the proposed CHCS activities (15 pts)
- Ability to achieve measurable goals (15 pts)
- Ability to migrate to virtual setting (10 pts)

BUDGET INFORMATION (Maximum 15 points)

- Project Budget (10 pts)
- Sources and uses of funds (5 pts)

MAXIMUM TOTAL: 100 points