

**BROOKDALE FOUNDATION RELATIVES AS PARENTS PROGRAM
FREQUENTLY ASKED QUESTIONS**

WHO CAN APPLY FOR A LOCAL OR REGIONAL GRANT?

Non-profit organizations in the United States, the District of Columbia, Puerto Rico and the Virgin Islands are welcomed to apply for either a local or regional RAPP grant.

CAN ORGANIZATIONS APPLY FOR BOTH A LOCAL AND REGIONAL GRANT?

No. Non-profit organizations can apply for a local OR regional grant, not both.

WHAT IS THE DIFFERENCE BETWEEN A LOCAL AND A REGIONAL INITIATIVE?

Local initiatives provide supportive services to relative caregivers and their families in the community where the organization is located, a local area. The goal of the Regional initiative is to help create and expand services to relative caregivers and their families in more than just a local community. Examples include identifying gaps in services and working with community organizations to address those gaps and providing trainings and support to relative caregivers in multiple areas.

CAN AN ORGANIZATION APPLY FOR A GRANT TO HELP THEM CONTINUE CURRENT SERVICES TO RELATIVE CAREGIVER FAMILIES?

No. RAPP seed grants cannot be used to support ongoing services or for general support. Organizations proposing to create or expand supportive services to relative caregivers and/or their families must identify new services that will be provided on an at least monthly basis.

WHO CAN APPLY FOR A RAPP STATE GRANT?

Any state public agency in any of the states listed on the guidelines of the state RFP are eligible to apply for a state RAPP Grant. Please review the State RAPP Guidelines for other requirements.

OUR PROGRAM HAS BEEN IN EXISTENCE FOR A COUPLE OF YEARS. WOULD WE BE CONSIDERED A “NEW” OR “EXPANDED RAPP?”

Although your program is not “new” because your organization has been providing services to relative caregivers for a long time, it would be considered “new” to the Foundation. On the application, therefore, you would check off “new program”. The review committee will look for the new services you propose to create with our seed grant funding. The services must not be currently provided and must be provided at least monthly.

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DOES THE REQUIRED MATCH HAVE TO BE IN-CASH?

The seed grant must be matched 100%, either in-kind or in cash, or a combination of both, before the initiation of the program. We encourage all applicants to collaborate with other organizations to create or expand supportive services to relative caregivers and their families. The source of matching financial support may be the sponsor, other community agencies or public/private funds. If this support is “in-kind,” please list the line items to be provided in-kind and quantify the amount of the in-kind support that will be provided.

HOW LONG IS THE GRANT PERIOD?

We provide a seed grant to help organizations create or expand supportive services to relative caregiver families. The grant is a “seed” grant because it is not intended to support the ongoing program created. RAPPs are expected to leverage any funding received from the Foundation to continue their programs after the seed grant has been expended. Potential for continuity of the newly created RAPP or expanded service is an important consideration when granting funds. We ask that programs applying for the seed grant be committed to continuing the RAPP beyond the RAPP grant period.

MY AGENCY IS PARTNERING WITH ANOTHER ORGANIZATION TO DEVELOP A RAPP. WOULD BOTH ORGANIZATIONS BE LISTED ON THE APPLICATION?

The sponsor of the program is the one the funds will be paid to and who will be directly responsible to the Foundation for how the grant is spent and for the grant reporting requirements. The sponsor is free to collaborate with any other agency in order to meet the grant requirements. All sponsors must be a 501 (c) (3), non-profit organization. A letter from the IRS documenting non-profit status should be included with the RAPP application.

GRANTEES ARE REQUIRED TO ATTEND THE RAPP ORIENTATION AND TRAINING CONFERENCE. CAN TRAVEL AND LODGING FOR THE CONFERENCE BE INCLUDED IN THE BUDGET?

Selected organizations are required to attend our National Orientation and Training Conference. The Foundation pays for travel and lodging for one person from each organization to attend. These conference expenses should not be included in the budget.

CAN THE SUPPORT GROUP OR SERVICES BE PROVIDED QUARTERLY?

No. Non-profit organizations applying for a RAPP seed grant must provide the new services on an at least monthly basis.

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CAN AN ORGANIZATION APPLY TO PROVIDE SUPPORTIVE SERVICES TO THE CHILDREN OF AN ONGOING SUPPORT GROUP?

Yes. If an organization already has an ongoing monthly support group for relative caregivers, they can apply for a RAPP seed grant to expand services to this population by creating a new support group for children or creating new supportive services for the children. These should be provided at least once a month.

ARE SUPPORT LETTERS NECESSARY?

Yes. It is essential that organizations applying for a RAPP seed grant collaborate with other organizations and community-based programs to create or expand services to relative caregivers and their families. Support letters from those organizations should be included with your proposal. The letters should reflect the kinds of supportive services and activities collaborators will contribute to this project and should **not** be form letters.

WILL YOU ACCEPT APPLICATIONS POST-MARKED BY THE DUE DATE BUT RECEIVED AFTERWARDS?

No. Applications for RAPP Local or Regional Initiative are due at the Foundation Office on or before **Thursday, December 2, 2010**. Applications for the State RAPP Initiative are due on or before **Thursday, January 6, 2011**. Please ensure that any overnight methods employed will allow ample time to get the proposal to the Foundation Office by the applicable due date. **Applications arriving after the due date will not be accepted.**