

SeniorTrust/ElderTrust Settlement Grant Application Information

Release Date: On or about May 5, 2017

The application process for organizations and entities seeking SeniorTrust/ElderTrust Settlement funds that “shall be used to sustain and improve the quality of life for the elderly of Tennessee” in one of four focus areas “on a statewide basis with local impacts” will be open for a three month period that is estimated to open on or about May 5, 2017 and close on or about July 31, 2017 at 11:59pm CT.

Background

This grant funding is available pursuant to Case No. 11-1548-III, Davidson County Chancery Court, Division III. The Chancery Court has decreed that the “[f]unds shall be used to sustain and improve the quality of life for the elderly of Tennessee.”

Eligibility

To be eligible for funding, applicants must:

- be a 501(c)(3) nonprofit organization or a governmental entity.

Organization and Entity Requirements

- Applications must propose services or projects on a “statewide basis with local impacts” in order to be considered, reviewed, and evaluated for funding. The funds are for direct services and will not be granted out to be held in a foundation or trust.
- The proposed grant projects MUST serve Tennesseans who are sixty (60) years of age and older ONLY.
- **Statewide basis.** To be considered for purposes of this grant, any proposed projects must demonstrate significant statewide impact in one of the four focus areas identified by the Chancery Court. The four focus areas were selected because they impact older Tennesseans statewide. For example, a local organization (not a statewide entity) that submits an application seeking to provide transportation for older individuals just within the confines of its own organization is not assisting older Tennesseans across the state. That application would not be considered as it does not assist older Tennesseans on a “statewide basis.” However, an application would be reviewed if the same organization partnered with other organizations across Tennessee and submitted a senior transportation proposal containing a new initiative that had the potential to reach hundreds or thousands of older Tennesseans in many different areas of the state.

- Organizations and entities **MUST** provide services or have the ability to provide services to seniors in Tennessee “on a statewide basis with local impacts” in one of four focus areas:
 - o Senior Affordable Housing
 - o Senior Legal Assistance
 - o Senior Dental
 - o Senior Transportation

- Organizations, entities, or governmental entities may submit only **ONE** application per focus area.
- If organizations or entities collaborate on a joint proposed project or services, ONE organization or entity **MUST** be designated as the lead organization or entity. The designated organization or entity must submit the application on behalf of all of the partners.
- Grant applications that provide services to seniors in Tennessee “on a statewide basis with local impacts” and significantly expand, enhance, and/or improve existing services/operations, fund capital projects, or fund creative, innovative new projects targeted to address gaps in services in one of the four focus areas will be accepted and evaluated.
- Eligible organizations and entities are strongly encouraged to “think outside the box” and submit grant applications with proposed projects that demonstrate innovative and creative solutions to the identified problems, issues, and gaps in service.
- All organizations and entities will be required to certify that to the best of their knowledge, information, and belief, neither the organization or entity nor any person serving in a leadership and/or decision-making role (staff, officers, directors) within the organization is affiliated with National HealthCare Corporation (“NHC”) or National Health Investors (“NHI”) or any of its affiliates, officers, or directors.

Deadlines

Applications will **ONLY** be accepted between May 5, 2017 and July 31, 2017 at 11:59pm CT. Late applications will **NOT BE** accepted, considered, or reviewed.

Please complete each section of the application and provide ALL requested supplemental materials. **Incomplete applications will NOT BE accepted, considered, or reviewed.** **Applications that are NOT statewide with local impact will not be considered or reviewed.**

Applications must be submitted via online via the Davidson County Clerk and Masters website **ONLY**. Organizations and entities **must** submit all application materials and attachments together at the same time. ALL attachments must be submitted in .pdf format.

Funds

All awards are subject to the availability of the settlement funds and approval of the grant application by the Chancery Court of Davidson County, Division III. The maximum amount of funding awarded for any single grant will be fifteen (\$15,000,000) million dollars.

If requested in their application, grant recipients may be able to receive a portion (up to 50%) of the grant funds in advance. If an applicant is requesting such an advance in their proposal, that request must be included in the budget submitted with the application along with a rationale for the need for the advance. Funds not advanced will be distributed through an invoice for reimbursement process based upon the successful progress toward attainment of related outcomes and expenditure of funds.

The members of the Consortium understand that applicants may need grant funds advanced in order to get a program underway. Because of the importance of these grants, however, the Consortium will be reviewing requests for advance funds in their overall review of the applications to make sure that such requested funds will be necessary. The Consortium is committed to helping programs approved for this grant be both effective and successful and that collectively, the distributed grant funds result in supporting the overall goal of helping older Tennesseans thrive.

Length of Projects

Grant applications that propose projects between one year and three years in length will be accepted.

All organizations or entities that submit a successful grant application will be monitored for grant application/contract compliance each year for the length of the project. This monitoring may involve an on-site visit. In addition, successful organizations or entities will be required to submit quarterly and annual reports online via a quarterly and annual reporting tool that will be provided.

Questions

If there are any questions regarding the technical requirements of this application, you may contact, via email or mail, the following individual:

- Laura Brown
502 Deaderick Street, 9th Floor Andrew Jackson Building
Nashville, TN 37243
Laura.Brown@tn.gov
615-253-4392

A grant application information webinar will be conducted online on June 6, 2017 at 10:00 am CT. All interested organizations and entities are strongly encouraged to attend the webinar. The date and time of the webinar will be published on TCAD's website and emailed to the contact list.

Organizations and entities may submit written questions via email or mail to Laura Brown at the above noted addresses by no later than June 9, 2017. The questions will be compiled into one document and a written response to the questions will be published on the TCAD website by no later than June 16, 2017. The Consortium reserves the right to answer written questions received after June 9, 2017.

Focus Areas

Organizations or entities who submit an application must be able to provide services or have the ability to provide services to seniors in Tennessee "on a statewide basis with local impacts" in one of four focus areas:

- Senior Affordable Housing
- Senior Legal Assistance
- Senior Dental
- Senior Transportation

Senior Affordable Housing

Problem: Tennessee has more than 100,000 very low-income elderly renters and owners with at least one housing problem (substandard/overcrowding, cost burden 30-50%, cost burden over 50%). When considering both low income and very low income elderly renters and owners (less than 80% Annual Median Income), the number reaches 160,000 households or almost 29% of all elderly renters and owners. The health and well-being of seniors may improve and the overall cost of long term care be reduced when a senior remains in their current home. However, for aging in place to be successful, housing-related costs must be affordable, the home must have basic accessibility features, and the appropriate support services (based upon the level of care needed) must be received as the person ages and begins to experience a decline in health.

Areas to be Addressed: Applications should outline projects that include the creation, expansion, or improvement of a wide range of housing types to address, for example, housing services that address special housing needs or low income home repairs/modifications. Projects should expand existing capacity and/or create new capacity to reach underserved populations in the State for affordable senior housing alternatives such as, but not limited to, independent living, congregate housing, home modifications, and/or supportive services. Applications should clearly address and resolve one or more of the following within the affordable housing landscape:

- a. issues related to age-segregation;
- b. access to services, groceries/pharmacies/basic needs shopping;

- c. adding accessible features and/or modifications for accessibility such as ramps (if step entry), wide doorways/hallways, handrails or grab bars in bath/shower and near toilet, walk-in bath/shower, raised toilet, levers or handles on kitchen cabinets and pull out shelving, doors with lever or handles, etc.;
- d. policies that permit stays in hospitals, rehabilitation and skilled care facilities without resulting in tenants' loss of housing or affordability;
- e. cross-sector planning, funding, and collaborative policy-making;
- f. fragmentation of supportive services; and
- g. barriers to "aging in place."

Applications that propose innovative solutions to address the lack of affordable senior housing services and seek to enhance and sustain ongoing affordable housing for older adults are welcome.

Senior Legal Assistance

Problem: Legal Assistance for Tennessee's seniors is provided through a number of sources, including Legal Aid Societies, the Tennessee Justice Center, the Community Legal Center, the Tennessee Alliance for Legal Services, Title IIIB Legal Assistance Program, and pro bono attorneys. While legal assistance is available from the entities mentioned above, it should be noted that legal assistance funding is so limited that the existing legal assistance system for seniors cannot even come close to meeting the demand for quality legal services at low or no cost. The current legal assistance system is handling as many cases for seniors as possible; however, the system is at capacity and the funding and resources available now are unable to fully address the legal needs of Tennessee seniors.

Areas to be Addressed: Applications should outline projects and initiatives for the purpose of developing, expanding, and improving the provision of legal services for seniors in Tennessee. In particular, applicants are encouraged to submit applications that either expand the capacity and/or create new capacity for services in underserved areas of Tennessee for the purpose of assisting Seniors with legal needs at no and/or low cost. Priority will be given to proposals that address the critical needs on a statewide basis to expand access across the state. Specific services that may be included in grant applications include:

- a. Denial of Benefits: Providing support to individuals who have experienced the denial of benefits.
- b. Abuse/Neglect/Exploitation: Providing support to individuals at risk and/or experiencing any kind of abuse or neglect.
- c. Housing Concerns: Providing support that enables seniors to continue living in their own home including the need for supportive services to allow them to stay in their own home and avoid institutional care. These may also include landlord/tenant issues, reappraisal, or property tax issues.
- d. Healthcare Issues: Providing support and assistance in accessing and maintaining access to Medicare and/or Medicaid and accessing long term care benefits.

- e. Consumer Related Issues: Providing consumer protection related to problems with major purchases, including, but not limited to, automobiles, debt, loans, and reverse mortgages.
- f. Advance Planning/Directives: Providing support to individuals wishing to prepare legal documents related to advance directives and living wills.
- g. Guardianship, Conservatorship, or Power of Attorney: Providing support to individuals who can no longer manage their own financial, legal, health, and/or business affairs due to health or other issues, and/or who wish to make plans to delegate that authority in the future based on agreed upon conditions.
- h. Wills and Estates: Providing support to individuals who require a legal will and/or desire to set up the orderly distribution of their estate in the event of death.

Applications that propose innovative and integrative solutions to address existing barriers to access legal services will be welcomed.

Senior Dental

Problem: Poor oral health is linked to a person's overall health and serious chronic diseases. Older adults are at higher risk of having poor oral health due to inadequate access to services. The Tennessee State Plan on Aging reports that 69% of seniors surveyed identified dental care as one of their top three needs. The State of Decay, a report recently released by Oral Health America on the state of older Americans' oral health, reports a composite score for the state of Tennessee at 4, out of a scale of 100. Only one state scored lower. With few dental benefits in Medicare, older adults in Tennessee have limited access to affordable dental services.

Areas to be Addressed: Applicants shall plan and execute projects and initiatives for the purpose of improving the oral health of seniors across the state of Tennessee. In particular, the grantor is looking for proposals that significantly expand access and utilization of affordable dental care and connect seniors who are not receiving dental services with a dental care home to ensure care and treatment. Projects should expand existing capacity and/or create new capacity to reach underserved populations in the State. Specific services that may be included in grant proposals include:

- a. Preventive Dental Care: Providing routine dental exams, screenings, and cleanings;
- b. Restorative Dental Care: Providing fillings, extractions, and other procedures necessary to restore dental function; and
- c. Oral Health Education and Outreach: Providing education and outreach to seniors and their caregivers about the importance of oral hygiene and implementing strategies that increase access to services.

Applications that propose innovative solutions to address the lack of affordable dental care services and seek to enhance and sustain ongoing oral hygiene for older adults are welcome.

Senior Transportation

Problem: Lack of transportation presents multiple and escalating challenges for seniors. Seniors who no longer drive make 65% fewer trips to visit friends and family, 59% fewer trips to shop or eat out, and 15% fewer trips to the doctor. Studies indicate that 18% of older Tennesseans who delayed medical appointments did so because they lacked transportation. Added to the complexity of the challenge is that most senior transportation clients experienced a significant life episode in relinquishing their personal vehicles, so appropriate support should be addressed. According to the AAA Foundation, older adults who have stopped driving are almost two times more likely to suffer from depression. Most resources for senior transportation do not meet seniors' needs for assistance including door-through-door transportation services.

Areas to be Addressed: Applications shall outline projects and initiatives for the purpose of improving access to senior transportation. Specific services that may be included in the grant application include:

- a. Utilizing volunteer drivers;
- b. Computer applications and volunteer driver scheduling software;
- c. Connection, outreach, and education through-social media;
- d. Ride sharing;
- e. Vehicle sharing, particularly commercial and organizational (for example, school vehicles to be used on days of worship and church buses used during the week);
- f. Environmentally-friendly programs; and
- g. Relationship-building with the primary destinations (i.e., medical facilities, senior centers, shopping venues) to improve the overall experience necessitating the travel.

Applications that propose innovative solutions to address the lack of affordable senior transportation services and seek to enhance and sustain ongoing transportation services for older adults are welcome.

Collaboration and Partnerships

Eligible organizations and entities are strongly encouraged to collaborate and partner with other eligible organizations to develop a project and submit an application. One organization or entity will serve as the applicant and contact for the application. Memorandums of Understanding (MOUs) between the applicant and the partner organizations or entities must set forth the responsibilities of each partner and must be signed by the parties to the MOU.

Application and Submission Information

Application Contents

This section describes what must be included in a complete application package. Applicants should not submit documents that are not specifically asked for in this section.

Formatting and Technical Requirements

Applications **must** follow the requirements below:

- Double spaced
- 8 1/2 x 11 paper
- One-inch margins
- 12 point Times New Roman font
- Organization or Entity name and Page numbers on all pages
- Project Narrative no more than 10 pages
- Word documents in the following format: PDF (.pdf)

Application Requirements

Applications must include the following required documents. The required documents and application must be submitted via the Davidson County Chancery Court Clerk and Master's website at <http://chanceryclerkandmaster.nashville.gov>. There will be a button or link on the website's home page that will allow applicants access to the online application. **ALL** questions about the application or application process **MUST** be addressed to Laura Brown at laura.brown@tn.gov and NOT the Davidson County Clerk and Master's Office.

Applicants that do not address all of the following components will be considered incomplete and will not be considered for funding:

1. Application (online)
2. Project Narrative (10 pages or less)
3. Project Summary/Work Plan (4 pages or less)
4. Budget Detail worksheet and Narrative
5. Sustainability Plan (5 pages or less)
6. Most recent IRS form 990
7. Copy of last annual audit (for applicant organization or entity)
8. List of current board of directors for ALL organizations involved
9. Memorandums of Understanding (MOUs) from ALL partner organizations

1. **Application**
 - a. Please complete the online Grant Application in its entirety.
2. **Project Narrative (10 pages or less)**
 - a. The Project Narrative must include the following:
 - i. **Purpose of the Project**
 1. The organization or entity's experience serving seniors in Tennessee. Include all partners as well.
 2. Outline organizational or entity capacity to implement proposed project including:
 - a. Year organization or entity founded.
 - b. Experience serving seniors.
 - c. Purpose and mission of organization or entity.
 - d. Past significant projects and accomplishments (for applicant organization or entity and all partners).
 3. Describe the target population/community to be served by the proposed project including the geographic location and senior population in the service area.
 4. Focus area of the grant application.
 5. Problem to be addressed.
 6. Current/existing services for senior population in service area in focus area.
 7. Gaps in current services for senior population in service area in focus area.
 8. Why the current/existing services do not meet current needs.
 9. Identify ALL partners and provide a list of all key personnel.
 - ii. **What will be done**
 10. Goals of the proposed project.
 11. Describe the specific strategies and activities that will be implemented to address the problems and gaps identified.
 12. Are the specific strategies and activities in the proposed project evidence-based practices or has this type of project been successful in this or other target communities or populations?
 13. Why will this proposed project be successful?
 14. Timeline for proposed project implementation.
 15. How many seniors the project is expected to serve?
 16. How will eligibility for services be determined?
 17. Will a fee be charged for services? If so, how is that fee determined? What is the fee?
 18. Identify the service outputs that will be tracked for this project (i.e. seniors served, etc.).
 19. Identify the desired outcomes of the project. Outcomes should be specific, measureable, and detailed. Explain how

each outcome will be measured, citing evaluation tools and methodology.

20. If only partial funding is received, describe how that will impact the ability to implement the project.

21. If the proposed project is currently operating, describe the year-to-date progress toward achieving established goals.

3. **Project Summary/Work Plan (4 pages or less)**
 - a. Summarize the project narrative.
 - b. Include ALL proposed project activities and outcomes, as well as an implementation and project timeline.
4. **Budget Detail Worksheet and Narrative**
 - a. Applicants must submit a detailed budget and budget narrative.
 - b. Applicants must submit reasonable budgets based on the resources needed to implement the proposed project in the specific focus area. The budget must display a clear link between the specific project activities and the proposed budget items.
 - c. The budget must include:
 - i. Any other funds that are available to support the proposed project.
 - ii. Fair compensation for all project partners for participation in any project-related activities.
 - iii. Funds for education and outreach to inform seniors and the general public about the services offered by the proposed project.
 - iv. Exact amount of administrative cost.
5. **Sustainability Plan (5 pages or less)**
 - a. The Sustainability Plan **must** include concrete details on how the project can be continued and funded after the grant period concludes.
6. **Most recent IRS form 990**
 - a. A copy of the organization or entity's most recently submitted IRS form 990 must be submitted online with the application.
7. **Copy of last annual audit**
 - a. The applicant organization or entity's most recently completed annual audit must be submitted online with the application.
8. **List of current board of directors for ALL partner organizations involved**
 - a. This list must include contact information for all current board of directors and must be submitted online with the application.
9. **Memorandums of Understanding from ALL partner organizations**
 - a. Memorandums of Understanding (MOU) from each partner organization and entities must be submitted with the grant application.
 - b. The MOU must clearly identify the partners and provide a brief history of the collaborative relationship among the partners.
 - c. The MOU must clearly state the roles and responsibilities that each partner will assume to ensure the success of the proposed project as well as the sustainability of the project.
 - d. The MOU must indicate approval of the SeniorTrust/ElderTrust Settlement Funds Grant Application by all parties to the MOU.

- e. All parties to the MOU must certify that to the best of their knowledge, information, and belief, neither the organization or entity nor any person serving in a leadership and/or decision-making role (staff, officers, directors) within the organization is affiliated with National HealthCare Corporation ("NHC") or National Health Investors ("NHI") or any of its affiliates, officers, or directors.
- f. Each party to the MOU must sign the MOU.

Application Review Information

Applications will be evaluated and scored based on the quality of the responses and the level of detail provided. Each element must be addressed in the section in which it is requested. After the applications are evaluated and scored, the recommendations for funding will be provided to the Chancery Court of Davidson County, Division III and the Court will select the successful grant applications.

Applications will be evaluated and scored based on the following criteria:

<u>Element</u>	<u>Points</u>	<u>Score</u>
	25 points	_____
1. Is the project: a. Meeting an identified need to sustain and improve the quality of life for the elderly of Tennessee, b. Well designed (with a specific target population age 60 and over, strategies, timeline), and c. Focused on measureable outcomes that will document project success?		
2. Does the organization or entity have the capacity to successfully implement the project (expertise/track record, staffing, partnerships, referral sources and relationships)?	25 points	_____
3. Is this a financially viable project (organization or entity is fiscally sound; project budget is in line with proposed strategies; sustainability plan is addressed)?	25 points	_____
4. Does the project enhance the system of care available in the community to support senior adults? (filling gaps, addressing critical or emerging issues, increasing capacity for services)?	25 points	_____
Total points available	100 points total	
Total Score		_____

Request for Advance of Funds

Any request for funds in advance will be carefully evaluated to ensure that the proposed project warrants the requested advance and that the organization or entity has sufficient internal controls to properly manage the advance. Any request must include all relevant documentation demonstrating why the routine invoice for reimbursement method will not be adequate for the proposed project.

If an organization or entity anticipates the need for funds in advance, a Request for Advance of Funds form **must be** submitted with the project application. Organizations and entities may only receive ONE advance of funds during the entire contract period. (It is estimated that any approved advance would be distributed within three months from the start date of the contract.)

In order to be considered for an advance of funds, organizations and entities MUST:

1. Complete the Request for Advance of Funds form and submit with the grant application.
2. Complete **Attachment A** (budget information) to the Request for Advance of Funds and submit with the grant application.
3. Submit documentation supporting why the routine invoice for reimbursement method is not adequate for the proposed project. This documentation must be submitted with the Request for Advance of Funds form. Supporting documentation could include bank statements for proof of cash on hand, cost estimates for the proposed project, etc.

The organization or entity that receives an advance must submit evidence to document that the funds were spent according to the approved project proposal and Request for Funds form. This documentation must be submitted quarterly via a form provided. Monitoring of the programs and the funds will be ongoing throughout the length of the grant.

This copy of the Request for Advance for Funds Form and Attachment A are provided for your review. Both documents are available for downloading online within the grant application.

Request for Advance of Funds Form

Name of Organization or Entity: _____

Organization or Entity Address: _____

Focus area of proposed project: _____

Total Funding Requested: _____

Advance Requested: _____

Please justify why this advance is requested (i.e. why the routine invoice for reimbursement process is inadequate for this project).

Please explain exactly how the requested advance would be used.

Please include the organization or entity's written policies and procedures regarding internal controls that will ensure that advanced funds are used exclusively for authorized/approved expenditures. (May include relevant policies and procedures as an attachment.)

Please complete **Attachment A** detailing how the advance funds will be used.

ALL documentation (receipts, invoices, etc.) detailing exactly how the advance was expended must be submitted to TCAD quarterly.

Certification: I certify that this information is correct and based on generally accepted accounting standards and principles. The authorized representative of the applicant organization or entity as well as ALL partners have signed this form.

Name	Date
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Organization or Entity	Title
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Name	Date
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Organization or Entity	Title
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Name	Date
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Organization or Entity	Title
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Name	Date
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Organization or Entity	Title
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ATTACHMENT A

GRANT BUDGET

Additional Identification Information As Necessary

The Grant Budget line-item amounts below shall be applicable only to expense incurred during the following

Applicable Period: BEGIN: DATE END: DATE

POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1,2	Salaries, Benefits & Taxes	\$ -	\$ -	\$ -
4,15	Professional Fee, Grant & Award ²	\$ -	\$ -	\$ -
5,6,7,8,9,10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	\$ -	\$ -	\$ -
11,12	Travel, Conferences & Meetings	\$ -	\$ -	\$ -
13	Interest ²	\$ -	\$ -	\$ -
14	Insurance	\$ -	\$ -	\$ -
16	Specific Assistance to Individuals	\$ -	\$ -	\$ -
17	Depreciation ²	\$ -	\$ -	\$ -
18	Other Non-Personnel ²	\$ -	\$ -	\$ -
20	Capital Purchase ²	\$ -	\$ -	\$ -
22	indirect Cost	\$ -	\$ -	\$ -
24	In-Kind Expense	\$ -	\$ -	\$ -
25	Grand Total	\$ -	\$ -	\$ -

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A. (posted on the Internet at: <http://www.tn.gov/finance/topic/fa-policyinfo>).

² Applicable detail follows this page if line-item is funded

ATTACHMENT REFERENCE

GRANT BUDGET LINE-ITEM DETAIL:

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Specific, Descriptive Detail (Repeat Row As Necessary)	\$ -
TOTAL	\$ -

INTEREST	AMOUNT
Specific, Descriptive Detail (Repeat Row As Necessary)	\$ -
TOTAL	\$ -

DEPRECIATION	AMOUNT
Specific, Descriptive Detail (Repeat Row As Necessary)	\$ -
TOTAL	\$ -

OTHER NON-PERSONNEL	AMOUNT
Specific, Descriptive Detail (Repeat Row As Necessary)	\$ -
TOTAL	\$ -

CAPITAL PURCHASE	AMOUNT
Specific, Descriptive Detail (Repeat Row As Necessary)	\$ -
TOTAL	\$ -

Before You Begin

Some quick tips for using this online application form:

- Log into your account to access saved and submitted requests.
- Add mail@grantapplication.com to your safe senders list to ensure you receive all system communications.
- You have the ability to save and come back to your application at a later time by clicking the "Save & Return to My Account" button at the bottom of each screen.
- To move to the next page, please click the "Next Page" button at the bottom of the page or click the page number at the top of the page to jump to that page.
- Do *not* use the "Back" or "Forward" buttons on your browser to navigate through this application.
- **When clicking the "Review Before Submitting" button:** You will be required to review the entire application one final time before clicking the "Submit Application" button at the bottom of the screen.

This copy of the application is provided for your review. In order to be considered for funding, the application must be completed online. To access the application, use the link provided on the Clerk and Master's website.

SeniorTrust/ElderTrust Settlement Funds
Grant Application

Applicant Information

1. Name of Organization: _____
2. Mailing Address: _____
3. Phone Number: _____
4. Fax Number: _____
5. Executive Director/CEO/President: _____
6. Phone Number: _____
7. Email: _____
8. Primary contact for this Grant (if different): _____
9. Phone Number: _____
10. Email: _____
11. Mission and Overview of Organization (100 words or less): _____

12. Total Organization budget (2017): _____
13. Number of full-time staff: _____
14. Number of volunteers: _____
15. Year Organization was founded: _____
16. Is the organization or entity or any person serving in a leadership and/or decision-making role (staff, officers, directors) within the organization, affiliated with National HealthCare Corporation (“NHC”) or National Health Investors (“NHI”) or any of its affiliates, officers, or directors? _____

Grant Application

17. Project Name: _____
18. Amount of funding requested: _____
19. Total project budget: _____
20. Length of the project: _____
21. Number of full-time staff dedicated to project: _____
22. Number of part-time staff dedicated to project: _____
23. Number of new positions and new position titles for this project: _____
24. Please indicate the focus area that this grant application will address:
 - a. Senior Affordable Housing

- b. Senior Dental
- c. Senior Legal Assistance
- d. Senior Transportation

Additional Required Elements

- 1. Project Narrative (10 pages or less)
- 2. Project Summary/Work Plan (4 pages or less)
- 3. Budget Detail Worksheet and Narrative
- 4. Sustainability Plan (5 pages or less)
- 5. Most recent IRS form 990
- 6. Copy of last annual audit (for applicant organization or entity)
- 7. List of current board of directors for ALL organizations involved
- 8. Memorandums of Understanding from ALL partner organizations
- 9. Request for Advance of Funds Form
- 10. Attachment A

Applicant Certification

I certify that statements herein are true and complete to the best of my knowledge and accept the obligation to comply with the terms and conditions if a grant is awarded as a result of this application. I further certify that the organization named above currently has tax-exempt status under the Internal Revenue Service Code Section 501(c)(3) or is a governmental entity.

To the best of my knowledge, information, and belief, neither the organization or entity nor any person serving in a leadership and/or decision-making role (staff, officers, directors) within the organization or entity is affiliated with National HealthCare Corporation (“NHC”) or National Health Investors (“NHI”) or any of its affiliates, officers, or directors.

I am authorized to sign on behalf of the applicant organization or entity.

Signed:

Name

Organization or Entity

Title

Grant Application Check List

Please complete this checklist before you submit your application.

- Application
- Project Narrative (10 pages or less)
- Project Summary/Work Plan (4 pages or less)
- Budget Detail Worksheet and Narrative
- Sustainability Plan (5 pages or less)
- Most recent IRS form 990
- Copy of last annual audit (for applicant organization or entity)
- List of current board of directors for ALL organizations involved
- Memorandums of Understanding (MOUs) from ALL partner organizations
- Request for Advance of Funds Form
- Attachment A