



**NJ DEPARTMENT OF STATE
OFFICE OF FAITH-BASED INITIATIVES GRANT PROGRAM**

SOCIAL INNOVATION SPECIAL PROJECTS

To download the grant guidelines click this link: <https://www.state.nj.us/state/ofbi.shtml>

The mission of the New Jersey Office of Faith Based Initiatives (NJOFBI) is to eliminate barriers to funding and other resource opportunities, create greater access for partnership and enhance the capacity of faith and community based organizations (FBCOs) to create and implement innovative approaches that are designed for community and economic transformation.

- **Organizations applying for a Special Projects Grant can only apply for one funding category under Special Projects;**
- **Organizations applying for a Special Projects Grant can also apply for one funding category under Social Innovation.**

Grant Awards are Subject to the Availability of Funding
Application Due Date: April 3, 2020 @ 4:59PM

Training Webinars:

A series of technical assistance training webinar are posted on the OFBI website. To watch the webinars click this link: <https://www.nj.gov/state/ofbi.shtml> under "Spot Light," click "Grant Opportunities."

Eligibility Criteria:

Applicant must:

- Be a faith-based non-profit and/or community-based organization;
- Be tax-exempt by determination of the Internal Revenue Service in accordance with Section 501(c)3;
- Be registered with the Department of Treasury, Division of Revenue and Enterprise Services;
- Be **IN GOOD STANDING** with the Department of Treasury, Business Service Center;
- Be **IN COMPLIANCE** with the New Jersey Division of Consumer Affairs, Charitable Registration and Investigation Section;

Ineligible Applicants:

- Houses of Worship;
- Colleges/Universities;
- Public schools, charter schools, or private schools;

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Category Descriptions:

Service Category	Maximum Request	Total Funding Available
Special Projects	\$10,000 (per category)	\$150,000

Civic and Community Engagement: Organization’s applying for Civic and Community Engagement must develop programs that educate community residents on how to effectively work with local government in addressing a social and/or community issue(s). Program participants should be introduced to their local and state officials, attend city council meetings and get an appreciation on how government is actually created to serve the public. Programs should look to show community residents how to advocate for themselves in using government to create progress in their local community. The project design should indicate quarterly community events that culminate in successfully and collectively addressing a community or social issue with the help of their local publicly elected leaders.

Tutoring and Homework Assistance Program: The Tutoring and Homework Assistance Program is designed to focus on the academic needs of students and harness the energies of tutors to assist program participants in completing their homework and/or other school assignments. Programs applying for this funding category should be mindful to indicate how the program participants improved their grades in math, reading and science. **Organization’s applying for this funding must have homework assistance and tutorial programming scheduled to start no later than October 1, 2020.**

Services to Seniors: The Services to Seniors grant is designed to provide activities and services that promote aging in place, prevent isolation, and maintain or improve the quality of life of low-income seniors in the community. The age range for program participants is from 55 years to 100 years. The goal is to prevent, maintain or improve the physical, psychological, and social well-being of older individuals by providing appropriate senior services. Funds can be used to provide the following programs and services:

- Access to affordable health care and continued participation in a health care program;
- Translation and interpretation services;
- Meals;
- Wellness and fitness;
- Fraud prevention;
- Transportation services;

- Assist in accessing affordable housing.

Summer Camp: Funding for the summer camp grant is designed to augment existing FBCO’s that implement summer camps. OFBI funds are to be used to support the organization’s ability to identify and launch summer day trips for camp participants. Funding can be used but not limited to: bus/train transportation, meals to assure that each camper has lunch during the outing, tickets to amusement parks, etc. OFB summer camp programming must end no later than 8/30/20.

Program Procedures:

Applications are submitted to the OFBI on the System for Administering Grants Electronically (SAGE) and reviewed by an outside independent panel. Recommendation for funding is based solely on the merit of the application. **Applications that are rated 69 percent or lower will not be considered for funding.** Award and denial letters are e-mailed to the appropriate organizations via the SAGE system. **OFBI funding period is from July 1, 2020 to June 30, 2021.**

APPLICATION REQUIREMENTS

The proposal is to be submitted via the Department of State - System for Filing Grants Electronically (SAGE) no later than **4:59 PM, April 3, 2020**

All applications must consist of and include the following items in order to be considered complete. Applications missing requested information will be disqualified from review.

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Application Requirements and Rating Criteria			
Section	Limits	Description/Criteria	Maximum Rating
Project Summary	4,000 Characters	<ul style="list-style-type: none"> • Indicate the title of the project. Indicate the amount that you’re applying for and the purpose of the program. 	5 Points
Organization Capacity	4,000 Characters	<ul style="list-style-type: none"> • Provide a brief history of the organization; • Describe the organization’s experience in implementing the proposed project; • Indicate the total number of program participants along with the impact the program delivered. 	10 Points

Application Requirements and Rating Criteria			
Section	Limits	Description/Criteria	Maximum Rating
Statement of Need	4,000 Characters	<ul style="list-style-type: none"> Indicate which surveys, needs assessments were used to inform the organization that the program that it's applying for is an approach the community wants addressed. 	15 Points
Statement of Collaboration	1,500 Characters	<ul style="list-style-type: none"> Summarize the roles of 3 collaborating partners and how each partnership will impact the organization's ability to implement the proposed project. 	5 points
Project Design	4,000 Characters	<ul style="list-style-type: none"> Provide a detailed description of the project. Upload the projects logic model under "Required Appendices." 	10 Points
Target Population	4,000 Characters	<ul style="list-style-type: none"> Describe the low income population that the organization plans to provide services to, gender, family income, and educational status. 	10 Points
Goals & Objectives	4,000 Characters	<ul style="list-style-type: none"> Indicate the goals and objectives associated with the project and how the identified goals and objectives align with the logic model. 	15 Points
Evaluation	5000 Characters	<ul style="list-style-type: none"> Indicate how you will measure whether and to what extent program success has been achieved. 	10 Points
Budget	N/A	<ul style="list-style-type: none"> Complete all budget forms in the SAGE system; \$2,000 of grant funds may be used for the purchase of technology; 10% of the grant award may be used for administrative costs; \$1,000 of grant funds may be used for staff development. 	20 Points
Required Appendices	N/A	<ul style="list-style-type: none"> Board Resolution; Logic Model; Completed 2019 IRS Form 990 	N/A
Total			100 Possible Points

Restrictions and Limitations

- ◆ Nondiscrimination by Religious Organizations and Entities
Applicants agree that if provided funds from the New Jersey Department of State Office of Faith-based Initiatives, they will not discriminate against any employee or applicant for services or participation in the proposed program on the basis of religion, race, gender and/or physical disabilities.
 - ◆ Recognition of Cultural Sensitivity
Applicants must assure that all programs are linguistically appropriate and culturally relevant to groups within the community. Appropriate accommodations for services will be developed and maintained for those individuals who are deprived of reasonable access to those services due to language barriers or ethnic and cultural differences. All programs and services *must* be reflective of the demographic needs of the community, while providing all people the opportunity to experience any and all available services irrespective of their ethnic or cultural heritage.
 - ◆ Reporting Requirements
All funding recipients are required to submit quarterly programmatic and fiscal. Schedules of due dates for reporting periods and program terms will be provided upon notification of preliminary approval of award. Funding recipients must adhere to a schedule determined by the New Jersey Department of State Office of Faith Based Initiatives
 - ◆ Training
All funding recipients are required to attend technical assistance and training sessions scheduled throughout the fiscal year as coordinated by the New Jersey Department of State Office of Faith-based Initiatives and/or its training intermediary
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- ◆ Applications that fail to meet these requirements detailed in this Grant Guideline will not be reviewed and the application will be disqualified. All applicants will be notified by email regarding the outcome of their award.
 - ◆ Grant awards may only be used to further the project that the organization has applied for. Paying for organized fundraising or solicitation, construction and purchase of real property, medical/health-related activities or items are ineligible costs and will not be approved.
 - ◆ Funds may not be used to build an organization's capacity to provide programs or services that include inherently religious activities. If a recipient provides programs or services that include inherently religious activities, such activities must be separate in time or location from the programs or services that the organization is seeking to improve through this grant.
 - ◆ Grantee's activities are governed by all applicable State laws and regulations and will be provided directly to individual faith-based and community organizations to develop impactful services.

- ◆ The New Jersey Department of State reserves the right to reject any and all proposals when circumstances indicate that it is in its best interest to do so including, but not limited to, loss of funding for the contract, insufficient infrastructure, the applicant's failure to provide adequate services, indication of misrepresentation of information and/or non-compliance with any existing State or Federal laws and regulations, contracts or procedures. Grantees applications document the applicant's readiness to implement the project.

Selection and Notification of Award

- ◆ All applications are screened for eligibility and conformity with the specifications in the Grant Guidelines. Applications that fail to meet these requirements will not be reviewed and will be disqualified.
- ◆ Applicants are not pre-selected. All applications are rated by a panel of independent, objective reviewers according to the precise selection criteria specified in the Grant Guidelines.
- ◆ The independent committee reviewing and scoring applications will not include individuals employed by the organization, affiliated with the organization, organization's board members, contractors, training providers, providers of cost share or in-kind support, or any organization/individuals affiliated in any way with the organization.

Post Award Requirements

- ◆ OFBI will monitor grantee compliance with grant requirements, in the event of non-compliance and request appropriate documentation. Should the grantee fail to comply with these requests, sanctions may be implemented up to and including the repayment of all funds associated with this grant award.
- ◆ Promptly Respond to Requests for Communication and Information
- ◆ Participate in all Required Events, Activities and Evaluations
- ◆ Comply with all OFBI Contracting, Fiscal Monitoring and Other Reporting Requirements