Questions

QOL@ChristopherReeve.org
Applying for a Reeve Foundation Quality of Life Grant: Direct Effect & Priority Impact

Technical Assistance Webinar
September 7, 2022
Ask us anything

Our team of Information Specialists is available to answer questions and provide individualized support. We're on hand to help whether you've sustained an injury, or are getting in touch on behalf of someone else.

Ways to ask us a question

**Give us a call**

Our information specialists are available Mon-Fri, 9am-5pm ET. You can also leave a message, if you are calling after hours.

1-800-539-7309

**Schedule a call**

Schedule a call with an information specialist at a convenient time.

-- please tell us who you are --

Arrange a call

**Send a question**

Use our form. An information specialist will respond as soon as possible.

-- please tell us who you are --

Submit a question
Webinar Overview

- Introduction to the Reeve Foundation National Paralysis Resource Center and Quality of Life Grants Program
- Eligibility
- Funding Restrictions
- Allowable Expenses
- Direct Effect grants
  - Program description and types of projects funded
- Priority Impact grants
  - Program description and Tier breakdown
- Accessing the Online Grants Portal
- Application Process
- Review Process/Grant Selection
- Award Notification and Grantee Requirements
The Christopher & Dana Reeve Foundation is **paralysis-focused**, and as such, our **grant funding must be targeted to projects that will serve individuals living with paralysis, their families, and caregivers.**

The Reeve Foundation uses a functional definition of paralysis: difficulty and/or inability to use arms and/or legs due to neurological conditions including (but not limited to) spinal cord injury, traumatic brain injury, stroke, cerebral palsy, spina bifida, ALS, post-polio syndrome, etc.
“Once you choose hope, anything’s possible.”
— CHRISTOPHER REEVE

National Paralysis Resource Center

With partnership from the Administration for Community Living, the Paralysis Resource Center (PRC) provides much-needed free educational information, programs, emotional support and individualized assistance to Americans living with paralysis, along with their caregivers, families and medical professionals.
Snapshot of Impact

Information Specialists
117,000+ families have received one-on-one assistance in 170 languages

Reeve Summit: Where Care, Cure and Community Connect
Annual summit with a spectrum of care and cure topics designed for the community and professionals

Quality of Life Grants
$37 million+ awarded to over 3,500 non-profit programs in all 50 states

Paralysis Resource Guide
225,000+ copies distributed to the Reeve Foundation’s community

1st call made when loved one is diagnosed with paralysis

Virtual Community
3M+ users visit ChristopherReeve.org and social media channels annually

Health-Related Materials
250,000+ pageviews, video views and downloads of educational content annually

Military and Veterans Program
Supports the unique needs of service men and women regardless of when they served or how they were injured

Peer & Family Support Program
20,000+ people have received support from 500+ certified peer mentors who are also living with paralysis
Quality of Life Grants Program

The Quality of Life Grants Program impacts and empowers people living with paralysis, their families and caregivers by providing grants to nonprofit organizations whose projects and initiatives foster inclusion, involvement and community engagement, while promoting health and wellness for those affected by paralysis in all 50 states and U.S. territories.
Preparation

Please Read

Grant Application and Program Guidelines

People First Language Guide

Quick Guide to Establishing Evaluation Indicators
Quality of Life Grants: Direct Effect & Priority Impact Cycle

- **Cycle Opens**: September 1, 2022
- **Technical Assistance Webinar**: September 7, 2022
- **Deadline to Email questions**: September 13, 2022
Quality of Life Grants: Direct Effect & Priority Impact Cycle

Proposals Due

October 13, 2022

External Review

October 17th

November 3rd

Internal Review

November 17th

December 4th
Eligibility

• Quality of Life grant applications are accepted from 501(c)(3) nonprofit organizations, municipal and state governments, school districts, recognized tribal entities, and other institutions such as community or veterans hospitals.
  - An organization must have its own 501(c)(3) tax status (or be a part of or chapter of a national organization that is a 501(c)(3) nonprofit organization).
  - Fiscal Sponsors CANNOT apply on behalf of non-501(c)(3) nonprofit organizations.
  - 501(c)(4) organizations that do not have 501(c)(3) status are ineligible.
Eligibility

- **New Building Community Capacity Initiative**
  - Under our new five-year (July 1, 2021-June 30, 2026) cooperative agreement with the Administration for Community Living (ACL), we strive to ensure a level playing field and opportunities for the numerous organizations that apply for QOL grants that serve people living with paralysis. Under this initiative, **organizations that are awarded a grant during the July 1, 2021- June 30, 2026 period will not be eligible for a second or subsequent award in the same category of grants until after June 30, 2026.**

  - Grantees awarded during this period may apply for funding under a different tier or different category of grants within the same tier. **All awarded applicants can re-apply for funding after one year of the close of your grant and notification of grant closure by the Reeve Foundation.**
Funding Restrictions

• Grants awarded directly to individuals

  o This includes **MONEY given to an individual** participant in a grant program such as:
    ▪ A stipend or incentive to participate in a program
      • A stipend or honorarium paid to a speaker at an event is allowable because it would be part of the program cost, but money cannot be given to an individual to attend the program.
      • Scholarships can be provided for an organization to offer free services (e.g., therapeutic horseback riding lessons) to an individual provided money never exchanges hands with the individual receiving the scholarship to pay for the services, lessons, etc.
    ▪ Money for a family to pay for respite or transition services. (Funds may be used by an organization to provide respite or transition services to individuals, but money cannot be given to the individual/family to pay for the services).
    ▪ Travel reimbursements for participants to take part in a program. (Funding may be used for travel reimbursement for personnel (e.g., coaches, etc.) as they are part of the program. Providing travel to individuals may be included as a part of the program (such as travel for a team to attend an adaptive sporting event), but no money must exchange hands with the individuals).
Funding Restrictions

• Grants awarded directly to individuals
  o This also includes any expense that would be seen as a “gift to an individual”
    • A “ready bag” for disaster preparedness
    • T-shirts for a camp; uniforms; trophies
    • A HOME modification or vehicle modification for an individual
    • Supplies/Materials for virtual camp or workshop (crayons, art supplies, exercise bands)
    • Internet service
    • Gift cards for participants, AMAZON membership

• For-Profit Companies
• Organizations and projects that are based outside of the United States.
• Projects that utilize contractors or vendors outside of the United States.
Funding Restrictions

• Research

• Rehabilitative Therapy
Funding Restrictions

• Equipment
  ○ However, it is allowable to fund Loan Closets.
Funding Restrictions

- Equipment can be funded if it **Provides Access** and/or **Promotes Independence**.
  - **Providing Access**: Adaptive strollers that are used as part of a program, are not given out to individuals and remain onsite; a transfer chair at a community pool; a stair lift, an examination table or gynecological examination table in a rural area where no such equipment is available in that region, etc.
  - **Promoting Independence**: A scale (Knowing your weight promotes independence. It allows people to remain healthy, as being overweight can lead to a myriad of chronic health conditions.); Beach wheelchairs and adaptive bikes at a community park or sports wheelchairs for a community sports team (these examples could also fit under the area of providing access).
- Equipment may be purchased under the Nursing Home Transition grant program. See allowable expenses pertaining to that program.
Funding Restrictions

• The development of prototypes for invention of equipment or other research and developmental activities involving intellectual property rights.

• Construction of Buildings/Major Construction
Funding Restrictions

• **New Playground Construction**
  o The construction of new playgrounds is not eligible for funding. *We cannot fund the installation of a new playground on land where a playground did not already exist.*
  o However, funds may support the modification of older, non-accessible playgrounds or parks.
    • Requesting funds for the replacement of older, non-accessible playground equipment or ground covering are eligible for an existing playground.
    • Minor relocations of playgrounds are allowable.
Funding Restrictions

- Projects that serve less than three (3) individuals with paralysis, their families, or caregivers
- Fund raising events or paid fund raiser positions
- Lobbying and/or efforts to influence legislation
- Projects that cannot be completed within 12 months of receipt the grant award (Direct Effect). See timeline
- Projects that have already been completed
- Food (meals, per diem, board, lunch, beverages, alcohol, water, etc.)
- Medical services
Allowable Expenses

• Wide range of programs and services
• Programmatic personnel, consultants and contracted workers,
• Entry fees,
• Transportation costs,
• Facility rental,
• Travel reimbursement,
• Travel (up to):
  – Airfare $500
  – Train $275
  – Hotel $225 per night
  – Mileage 62 cents per mile
• Equipment (see funding restrictions),
• Supplies, etc.
Allowable Expenses

**Administrative or Indirect Costs** – A de minimis indirect cost rate of no more than 10% is allowable. However, if your organization has a Negotiated Federal Indirect Cost Rate Agreement (or NICRA) you may include indirect costs at the federally negotiated rate. Please note that a copy of your current NICRA will be required if your application is approved for funding.
Allowable Expenses

Programmatic expenses directly related to serving individuals with paralysis and their families are considered more favorable than operational expenses and/or large capital projects.
Allowable Expenses

Please note that for Nursing Home Transition applications:
Award funds can be used to address barriers to facilitating successful nursing home transitions for individuals with paralysis. This may include Start-Up Costs (e.g., housing deposits), Equipment (e.g., medical devices, AT, Hoyer lifts, adaptive equipment), Supplies (e.g., start-up supplies, general home furnishings, including stoves, washers/dryers, etc.), Transportation/Travel, and Other Costs not outlined in the application (e.g., Indirect costs, fees for filing legal documents, independent living skills training, and other line items that address barriers which have not been noted in the application materials). Funds can also be allocated to expand personnel capacity so that staff time could be used to transition individuals (e.g., a part-time role can be converted into a full-time position to complete more assessments, in person visits, etc.).
Budget Specificity

BE SPECIFIC

&

Include Vendor Quotes
Tiered Grants Structure

Direct Effect (Tier 1)

- Tier 1- Up to $25,000 (must be completed within 12 months)
  - Open-Focus
  - Examples of previously funded programs:
    - Sports wheelchairs for wheelchair basketball team; adapted glider in a community playground;
      kayak for a rowing program; hydraulic lift at a pool; electronic door openers at a community
      pool; workshop education on sex and sexuality with a spinal injury; wheelchair accessible picnic
      table at a county fairground; camp programs; support groups, etc.

Priority Impact (Tiers 2, 3, & 4)

- Tier 2- $30,000 (must be completed within 12 months)
  - Respite/Caregiving
  - Assistive Technology
  - Covid-19 Addressing Social Isolation
    - Tier 3- $40,000 (must be completed within 18 months)
  - Nursing Home Transition
  - Racial Equity
  - Rural Underserved and Unserved Populations
    - Tier 4- $50,000 (must be completed within 24 months)
  - Employment

Expanded Impact (Tier 5)

- Tier 5- Grants of $100,000 (must be completed within 24 months)
  For previously awarded Quality of Life grantees whose programs and/or projects have achieved
demonstrable, successful impact.
Direct Effect – Examples of Funded Projects

Accessibility Modifications
Adaptive Sports
Accessible Playground/Ball Field
Accessible Trail/Tree House/Beach
Assistive Technology
Advocacy
Arts
Camp
Caregiving
Consumer Education
Durable Medical Equipment (see funding restrictions)

Education
Employment
Facility Accessibility Modifications
Fitness and Wellness
Healthcare
Media Development
Medical Professional Education
Peer Mentoring and Support
Service Animal Program
Therapeutic Horseback Riding
Transportation
Transition from Institution to Home
Types of Direct Effect (Tier 1) Projects Funded

- Sports wheelchairs for a wheelchair basketball team
- Adapted glider in a community playground
- Kayak for a rowing program
- Accessible gym equipment
- Hydraulic lift at a pool
- Electronic door openers at a community center
- Workshop education series on sex and sexuality with a spinal cord injury
- Wheelchair accessible picnic table at a county fairground
- Program for preventing abuse in adaptive sports
- Camp programs
- Subsidized lessons for therapeutic riding
- Transportation costs for an inclusive afterschool program
- Support groups
The Priority Impact Grant Tiers (Tiers 2, 3, & 4) offer three increasing levels of grant funding. Priority Impact grants fund priority issues for individuals living with paralysis. Grantee organizations will demonstrate capacity to implement the grant without intensive technical assistance and capacity building, as well as demonstrate capacity for program development, evaluation and sustainability.

**Tier 2** – Grants of up to $30,000. (Grants must be completed within 12 months)
- Respite/Caregiving
- Assistive Technology
- COVID-19: Addressing Social Isolation

**Tier 3** – Grants of up to $40,000. (Grants must be completed within 18 months)
- Nursing Home Transition
- Racial Equity
- Rural Underserved and Unserved Populations

**Tier 4** – Grants of up to $50,000. (Grants must be completed within 24 months)
- Employment
Priority Impact – Tier 2

Tier 2 – Grants must be completed within 12 months

Respite/Caregiving – This grant area recognizes family caregivers and the vital role they play in caring for those with paralysis. Funds support nonprofits that offer exemplary and innovative respite care services that are evidence-based, appear promising, or are trying new service models.

Assistive Technology – Assistive Technology grants are a new priority area that differs from the previous High Impact Innovative Assistive Technology (HIIAT) grants program (2015-2020) and the Direct Effect assistive technology project type grants. This new tier is open to all organizations with the continued emphasis on increasing the independence of people living with paralysis, to assist them to participate fully in the communities of which they are a part, and enhance their social, employment, education or finance-related quality of life through the use of assistive technology.

COVID-19: Addressing Social Isolation – This grants program was piloted in 2020 to specifically address the negative impacts of social isolation and loneliness resulting from the pandemic, thereby alleviating their physical, mental, and behavioral effects.
Priority Impact – Tier 3

Tier 3 – Grants must be completed within 18 months

**Nursing Home Transition** – Funds support Centers for Independent Living (CILs) and other organizations that provide transition services across the country to transition people with paralysis living in nursing home back into their homes or a community-based setting of their choice. Funds also support projects focused on **diversion** (keeping people living with paralysis who are at-risk from entering a nursing home).
Racial Equity – The aim of the Reeve Foundation’s new grants program is to fund projects that explicitly benefit people and communities that are racially diverse and/or historically underserved living with paralysis and/or promote racial equity for people living with paralysis. The projects may focus on a number of issues (see below for examples) that enhance the quality of life of those individuals living at the crossroads of racial inequity and paralysis, especially those from Black, Latino, Indigenous and Native American, Asian American and Pacific Islander communities, and other marginalized racial groups.

- Define the projects targeted population(s).
- Describe the relationship to those communities and racially diverse and/or historically underrepresented people being served.
- Describe outreach methods for serving the targeted population(s).
- Provide the number of people to be served from the targeted population(s).
Rural Underserved and Unserved – The aim of the Reeve Foundation’s new grants program is to fund projects that explicitly benefit people living with paralysis in unserved and underserved rural communities.

Provide data indicating the rural area being served. Useful data sources include:

- Disability Counts Data Finder
- Map Series: Disability in America
- Rural Health Grants Eligibility Analyzer
Employment – The Employment – Priority Impact grants are one of Reeve’s top priorities because employment is fundamental in achieving and maintaining independence, while being one of the most challenging obstacles to individuals living with paralysis. In addition, gainful employment allows people living with paralysis to achieve enhanced financial security, higher quality of life, and improved community connections. Grant funds support programs and projects that:

- Assist individuals living with paralysis to enter, re-enter, remain, and advance in the workplace;
- Create career pathways to meaningful, living wage jobs; and
- Provide job development services to people living with paralysis, including career education, adaptive technology and career training with the goal of finding gainful employment.

Grants funds may not provide stipends and funds may not be given directly to workers or program participants as salaries or other incentives.
Accessing the Online Grants Portal

Reeve Foundation online grants portal
(https://www.grantinterface.com/Home/Logon?urlkey=christopherreeve)

QOL@ChristopherReeve.org

administrator@grantinterface.com
Accessing the Online Grants Portal

Logon Page

Email Address*

Password*

Log On  Create New Account

Forgot your Password?

Apply for a Reeve Foundation Quality of Life Grant

First-Time Applicants

Click on the link for the grants portal and create an organization profile, using your email address and a password that you create. Once you create an organization account you will be able to access the grant application. You may return to the application at any time using this same link. If you forget your password, click on "Forgot Your Password" and you will receive an email with the information.

Returning Applicants

Enter an email address and password that is already connected with the organization’s account. If you do not remember the password, click on “Forgot Your Password” and you will receive an email with the information. If you do not remember or have access to the email account related to the organization, contact QOL@ChristopherReeve.org for assistance.

There must be an organization profile/account in the online system for you to access the application. If you are not sure if your organization has already created an organization profile or previously applied for a grant, contact QOL@ChristopherReeve.org. Please do not create a duplicate organization profile, as all
Accessing the Online Grants Portal

The Direct Effect Quality of Life Grant (Tier 1) is open-focused and will award at least 25 grants of up to $25,000 to support a wide range of projects and activities. Grants will fund specific budget items that will clearly impact individuals living with paralysis and their families, and the project must be completed within 12 months. Examples of funded projects may include (but are not limited to):

- sports equipment for wheelchair basketball teams
- adapted glider in a community playground
- kayak for a rowing program
- accessible gym equipment
- hydraulic lift at a pool
- electronic door openers at a community center
- workshop education series on sex and sexuality with a spinal cord injury
- wheelchair accessible picnic table at a county fairground
- program for preventing abuse in adaptive sports camp programs
- subsidized lessons for therapeutic horseback riding
- transportation costs for an inclusive after-school program
- and support groups

These grants will have a short- to medium-range impact. Long-range impact and sustainability are not expected for projects funded at this level.

Priority Impact Grants

Priority Impact Quality of Life grants fund projects in the following high-priority areas:

- Tier 2: Transportation, Respite/Caregiving, and Assistive Technology
- Tier 3: Nursing Home Transition, Racial Equity, and Rural Underserved and Unserved Populations
- Tier 4: Employment

Tier 2 projects must be completed within 12 months.
Tier 3 projects must be completed within 18 months.
Tier 4 projects must be completed within 24 months.

Transportation — Grant funds support nonprofit organizations and programs that provide accessible transportation to people living with paralysis to access services in their communities. In addition, funds may support adaptive driving education programs to enable people with paralysis to learn how to drive and increase their independence and transportation options.

Respite/Caregiving — This grant area recognizes family caregivers and the vital role they play in caring for those with paralysis. Funds support nonprofits that offer exemplary and innovative respite care services that are evidence-based, appear promising, or are trying new service models.

Assistive Technology — This new tier is open to all organizations with the emphasis on increasing the independence of people living with paralysis, to assist them to participate fully in the communities of which they are a part, and enhance their social, employment, education or finance-related quality of life through the use of assistive technology.

Nursing Home Transition — Funds support Centers for Independent Living (CILs) and other organizations that provide transition services across the country to transition people with paralysis living in nursing homes back into their homes or a community-based setting of their choice. Funds also support projects focused on diversion.

Racial Equity — This new grants program funds projects that explicitly benefit people and communities that are racially diverse and/or historically underserved living with paralysis and/or promote racial equity for people living with paralysis.

Rural Underserved and Unserved Populations — This new grant program funds projects that explicitly benefit people living with paralysis in underserved and underserved rural communities.

Employment — Grant funds support programs that assist individuals living with paralysis to enter, re-enter, remain, and advance in the workplace, create career pathways to meaningful, living wage jobs; and provide job development services to people living with paralysis, including career education, adaptive technology and career training with the goal of finding gainful employment.
Application Process

Application

Process: 2022 2nd Cycle Direct Effect

Return to Approval All Open Approvals

Contact Info Request

Applicant:
Bret Luke Reaves Tester
breaves@verizon.com
500-536-7309
6 Morris Turnpike
Short Hill, NJ 07078 USA

Organization:
Test Reaves Tester
12-111111
500-536-7309
6 Morris Turnpike
Short Hill, NJ 07078 USA

Contact Email History

If your organization information does not appear correct, please contact the funder. Thank you.

Application

Due by 10/13/2022 11:59 PM EDT.

Fields with an asterisk (*) are required.

> Application Deadline

> Eligibility

> Proposal Description

> Budget Information

> Organizational Information

> Supporting Documentation

> Cycle Application, Review and Notification Timeline

> Reave Staff Use Only

Due by 10/13/2022 11:59 PM EDT.

Abandon Request
Application Process

Proposal Description

Project Description*
Provide a short description of the proposed project, including: the need for the project; who will benefit; what your organization wants to do and why; when and where it will take place; and how it will be done. List what the funds requested in this application will support. (Four paragraphs maximum)

3,000 characters left of 3,000

Independent Living, Inclusion, Community Integration*
Describe how this project will increase independent living for people with paralysis, promote inclusion, or support integration into the physical, cultural, and spiritual communities in which they live.

5,000 characters left of 5,000

Project Goals*
Provide at least one major goal of the project as well as a description of what you plan to accomplish.

3,000 characters left of 3,000
**Application Process**

Christopher & Dana Reeve Foundation - Proposed Project Budget Template

<table>
<thead>
<tr>
<th>Name of Organization:</th>
<th>Add Org. Name Here</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Project:</td>
<td>Add Project Name Here</td>
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<tr>
<td>Amount Requested from the Reeve Foundation:</td>
<td>Add Requested Amount Here</td>
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<tr>
<td>Total Project Budget:</td>
<td>Add Full Project Budget Amount Here</td>
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</tbody>
</table>

*You must use this budget template. Applications submitted without this template will NOT be reviewed.*

*Subtotal and Total costs will formulate automatically. Do not alter any formulas on this template.*

<table>
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<th>Itemized Budget</th>
<th>Total Cost</th>
<th>Requested Amount (Proposal)</th>
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<tr>
<td><strong>Personnel Costs</strong></td>
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<td>List all positions by title</td>
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<td><strong>Equipment Costs</strong></td>
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## Application Process

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<th>Travel Subtotal</th>
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<tr>
<th>Other Costs</th>
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<td>Item (good or service) and one-sentence description of purpose</td>
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<th>Other Costs Subtotal</th>
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### Application Process

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<td>Other</td>
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**TOTAL** $ -
Christopher & Dana Reeve Foundation - Proposed Project Budget Template

Name of Organization: Center for Paralysis Assistance
Name of Project: Playground for All
Amount Requested from the Reeve Foundation: $24,750
Total Project Budget: $465,000

You must use this budget template. Applications submitted without this template will NOT be reviewed.

Subtotal and Total costs will formulate automatically. DO NOT alter any formulas on this template.

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<td>List all positions by title</td>
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<td>Coordinator</td>
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<td>33' Sky Run Zip Track (Zero G Seat)</td>
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<tr>
<td><strong>Equipment Subtotal</strong></td>
<td>$ 24,828</td>
<td>$ 14,000</td>
</tr>
<tr>
<td><strong>Other Costs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Item (good or service) and one-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>sentence description of</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indirect Costs 10%</td>
<td>$ 2,250</td>
<td>$ 2,250</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$ 2,250</td>
</tr>
</tbody>
</table>

**Total Costs**

<table>
<thead>
<tr>
<th>TOTAL COSTS</th>
<th>$ 41,613</th>
<th>$ 24,750</th>
</tr>
</thead>
</table>


# Application Process

<table>
<thead>
<tr>
<th>Other Sources of Funding</th>
<th>Amount</th>
<th>Is this funding Committed or Pending?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Individuals</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foundations</td>
<td>$ 82,000</td>
<td>Committed</td>
</tr>
<tr>
<td>Corporations</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Government - Federal</td>
<td>$ 200,000</td>
<td>Committed</td>
</tr>
<tr>
<td>Government - State</td>
<td>$ 30,000</td>
<td>Committed</td>
</tr>
<tr>
<td>Other</td>
<td>$ 125,000</td>
<td>Pending</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$ 437,000</td>
<td></td>
</tr>
</tbody>
</table>

# Summary of Funds Requested from the Reeve Foundation

<table>
<thead>
<tr>
<th></th>
<th>Total Cost</th>
<th>Requested Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>$ 14,535</td>
<td>$ 8,500</td>
</tr>
<tr>
<td>Equipment</td>
<td>$ 24,828</td>
<td>$ 14,000</td>
</tr>
<tr>
<td>Consultants/Contractors</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Supplies</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Travel</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Other Costs</td>
<td>$ 2,250</td>
<td>$ 2,250</td>
</tr>
<tr>
<td><strong>TOTAL FUNDS REQUESTED</strong></td>
<td><strong>$ 24,750</strong></td>
<td></td>
</tr>
</tbody>
</table>
Application Process

Christopher & Dana Reeve Foundation
Quality of Life Grants Program
Budget Narrative Requirements

Name of Organization:
Name of Project:
Amount Requested:
Total Project Budget:

The budget narrative must include a description and justification of each budget category and line item presented in your proposed budget. All expenses listed on the budget template should clearly match the items listed in this narrative.

Your budget narrative should detail:

Personnel Costs – List each position that pertains to the project. Provide a brief explanation of each role, how the work of the position will support the purpose and goals of the overall project, and the percent of time committed to the project. Indicate the source of other salary supports if relevant.

Fringe – Fringe benefits are based on the applicant’s established formula and are only for the percentage of time devoted to the project. It is important to explain what is included in the benefits package and at what percentage. These costs should only include the fringe costs of the organization’s staff and not those of contractors or other third parties.

Equipment – Provide an explanation of each of the equipment expenses, the quantity to be purchased, and the cost per item. Explain how the equipment is necessary for the success of the project and the procurement method to be used.

Consultants/Contractors – Provide a description of the product or services to be provided by the consultant and an estimate of or detailing the exact cost, as well as how their use will support the purpose and goals of the project.

Supplies – List expendable items by type, the quantity to be used/purchased, and cost per item. Explain the need and relevance to the project.

Travel – Explain the reason for travel expenses for project personnel (e.g., staff to training, client interviews, meeting, etc.). Identify all costs involved as well as the location of travel.

Other Costs – Enter a description of each budgeted cost item that does not appropriately fit in the above categories. Explain the need for each item, how it will further the objectives of the project, and how the cost estimation was determined.

Administrative or Indirect Costs – A de minimis indirect cost rate of no more than 10% is allowable. However, if your organization has a Negotiated Federal Indirect Cost Rate Agreement (NICRA) you may include indirect costs at the federally negotiated rate. Please note that a copy of your current NICRA will be required if your application is approved for funding.

If you include an indirect costs budget line you may not include overhead costs such as rent, utilities, personnel, supplies, etc. if they are included in the direct cost budget line items above.

Indicate the percentage and total amount of indirect costs requested, noting the federally negotiated rate if applicable.
Application Process

Thank you for your time, interest and efforts in requesting support from the Christopher & Dana Reeve Foundation for initiatives to support the quality of life for people with paralysis, their families, and their caregivers. We look forward to reading your application and learning about your important work.

Confirmation Page

Your Application has been submitted.

Continue
Review Process

- Expert External Reviewers
  - Bring an informed, objective and unbiased perspective to the assessment of the application.
- Project Design
- Project Reach
- Project Evaluation
- Organizational Capacity

- Scores are compiled

- Internal Review Committee
Award Notification

Notification and Awarding of Funds

- All applicants will be notified by email.
- Upon notice of award, grantees must indicate intent to accept the grant, and sign and return a grant award agreement.
- Grant checks are issued upon receipt of the signed grant award agreement.

Publicizing the Grant

- We will provide tools to help you spread the word about your Reeve Foundation Quality of Life granted project, including a guide to publicizing the award and a press release template.
- We regularly feature Quality of Life grantees in social media, on the website, and in newsletters and other publications, so we can call on you to provide stories and photographs that we can share with our community!

In addition, we encourage you to utilize all the free resources provided by the Reeve Foundation Paralysis Resource Center (PRC), and to link the PRC as a resource on your website.

Follow the Reeve Foundation on Facebook, Instagram, and Twitter!
Grantees must submit progress reports to the Reeve Foundation

- An **interim** report will let us know that the project is proceeding as planned or not, and if not, what we may be able to do to help get it back on track.
- A **final** report will be due one month after the close of the grant period, and will detail the project’s progress, challenges, how those challenges were addressed, the project’s impact, and final grant expenditures.
Grantee Requirements

• Site Visits

• Evaluation
To successfully close-out the grant award:

1. Submit a final narrative indicating program accomplishments and outcomes.
2. Submit a financial report indicating fully expended grant funds as related to the approved grant budget.

Following the receipt and review of these reports, the Foundation will send notification of grant closure.
Grantee Requirements

• Grant Termination
In adherence with federal OMB requirements we are unable to comment on denied applications or provide programmatic direction to organizations applying for Quality of Life grants, as giving feedback/direction would be providing unfair advantage over other applicants.
Thank You

Mark Bogosian
Director, Quality of Life Grants Program
www.ChristopherReeve.org