

Musgrave Multi-Year Impact Grants: Student Citizenship 2023

The Jeannette L. Musgrave Foundation

The Community Foundation of the Ozarks is proud to provide the grant administration for the Jeannette L. Musgrave Foundation, managed by U.S. Bank Wealth Management. On behalf of the Musgrave Foundation, the CFO distributes grants through several programs each year, with the Musgrave Foundation Distribution Committee making recommendations.

The Musgrave Foundation supports engagement in long-term, high-impact philanthropy by making available the opportunity for agencies to apply for larger-scale, multi-year grants. The Musgrave Multi-Year Impact Grant Program establishes long-term funding in order to have significant impact upon challenges in the Springfield-Greene County region. Focus area in this grant program will be established each year factoring Mrs. Musgrave's focus areas and changing community need.

This program launches in its third year with the following focus area: Student Citizenship

The Musgrave Foundation seeks to fund programs which improve civic education and community civility for youth in the Springfield, Missouri metropolitan statistical area (MSA). This program encourages applicants to provide high quality civics learning focused on the fundamental principles, knowledge, skills and values necessary for democratic citizenship and a functioning representative government with the ultimate goal of creating active student leaders engaged in community.

Eligible Organizations: Primary applicant organizations must be currently engaged in civic participation education or programming for youth (including both K-12 and college students) in the Springfield, Missouri MSA. Additionally, eligible proposals must primarily focus on Greene County but can include programming for youth in the Springfield, Missouri MSA (Greene, Christian, Dallas, Polk, and Webster County).

Proposal annual requests cannot represent more than 25% of the organization's annual budget. Small organizations working in the related subject matter may partner with larger organizations in order to bring both organizational experience and fiscal management.

Priority concepts: The Musgrave Foundation encourages applications for projects that encourage youth, ranging from K-12 to college students, to be more engaged in civic participation and civil discussion. The Musgrave Foundation encourages applications, in particular, which support experiential learning; an opportunity for students to address public problems and engage in local government; a focus on civility as a key component of quality participatory government; and an effort to constructively participate in discussion and decision making with individuals of differing perspective and ideological viewpoint.

Citizenship: The Musgrave Foundation defines citizenship as an active effort by individuals to solve community problems and create a responsive government. This participatory effort strives to create an ideal democratic process which is inclusive and engaged with all people.

Programs currently delving into the subject of student citizenship which may inspire concepts may be found via the Generation Citizen program (<https://generationcitizen.org/>) or the Civic Health Project

(<https://www.civichealthproject.org/>). Additionally, the CFO would be pleased to provide copies of peer reviewed articles that helped drive the focus of this grant program (contact Bridget Dierks bdierks@cfozarks.org to receive these articles).

Max request from one proposal: \$125,000 per year for up to three years

Proposal timeframe options: One-year, two-year, or three-year proposals

Agencies may provide proposals to this grant program for single year initiatives as well as two- and three-year efforts.

Total budget: \$250,000 will be dedicated to this effort in 2023; a total of up to \$750,000 over the course of a three-year effort may be used.

Request amount by year: Proposals may request different funding amounts each year in a multi-year request, totaling no more than \$125,000 in any one year.

Nondiscrimination policy: In awarding grants, the Musgrave Foundation will not discriminate on the basis of race, color, sex, religion, national origin, age, disability, sexual orientation, gender identity or veteran status. As part of the grant process, all grantees will be required to affirm that, in providing services funded in whole or in part by a Musgrave Foundation grant, the grantee will not discriminate on the basis of race, color, sex, religion, national origin, age, disability, sexual orientation, gender identity or veteran status either in its employment practices or in its policies and procedures concerning access to services.

Grant process timeline:

Date	Event
February 21, 2023, 5:00 p.m.	Concept letters due
On or before March 20, 2023	The CFO notifies finalists
April 21, 2023 5:00 p.m.	Finalist full proposal deadline
April 24 – May 19, 2023	Committee review of full proposals
June 1, 2023	Grant announcement event

Concept Letter Phase

The first phase of this grant program has been launched with a call for concept letters. The Musgrave Foundation encourages innovative solutions to the difficult challenges at hand. Concept letters must be from eligible 501(c)3 nonprofit organizations, local government entities, churches, or school districts. Eligible agencies must be proposal endeavors occurring in the Springfield, Missouri MSA (Greene, Christian, Dallas, Polk, and Webster County).

Concept letters may propose new or existing programs, or expansion of programmatic work; the proposal within the letter must be focused on providing lasting impact and must work to teach youth the pillars of quality citizenship in a participatory community in the Springfield, Missouri MSA.

Concept letters may be no longer than two pages in length and are due to the CFO by 5:00 p.m. February 21, 2023.

The Musgrave Distribution Committee will review proposals and make contact with any relevant follow up questions by March 20, 2023.

Concept Letters must be submitted via the CFO's Grant Interface site:

<http://www.grantinterface.com/Process/Apply?urlkey=cfozarksgrants>

Details required in concept letter:

- Key contact for proposal: this contact must be available for discussions of proposal either by zoom or in person at the Community Foundation of the Ozarks (scheduled at a mutually agreed upon time)
- Brief description of grant proposal
- Brief description of applicant organization's current programming and support for students or public education of participatory government
- Direct relationship between proposed program and program focus area:
 - Lasting impact on student citizenship in the Springfield, Missouri MSA
- Proposed or anticipated partners in initiative
- Time outline of proposal – one-, two-, or three-year proposal
- Total request amount. If multiyear, outline request amount per year.

Full Proposal Phase

Concept Letter finalists will be notified of the status of their request by March 20, 2023. Finalists will be invited to move to the next phase of the proposal process by providing a full proposal to the Musgrave Distribution Committee. This phase of the grant program will occur by invitation only.

Full Proposals are due to the CFO by 5:00 p.m. April 21, 2023. The maximum page length for full proposals is up to 10 pages (including executive summary).

Full Proposals must be submitted to Ashley Fleming in a PDF document (afleming@cfozarks.org).

Proposal interview process will occur in May 2023, and grant recipients will be announced in early June 2023.

Details Required in Full Proposal:

EXECUTIVE SUMMARY

Provide a one-page executive summary within the full proposal:

- Brief description of proposal, timeframe, any key details
- Include contact information for all key partners and members of team

PROPOSAL DETAILS

Provide the following details as part of the full proposal document:

- Organizational Mission/Relevant History
- Describe the Proposal
- Need statement: Why is this project important/needed? Who will benefit from this endeavor?
- Engagement of Communities Impacted: How will individuals impacted by your proposal be engaged in the decision making for the program?
- Partners: Describe any funding or program partners
- Milestones and timeframe goals: What goals are a priority, and what timeframe will be used to achieve these goals?

BUDGET DETAILS

Include the following information as part of the full proposal document:

- Proposed budget – provide as a component of the proposal PDF outlining major budget components. If multiyear, proposal must include section for each year of proposed effort with total amount per year and total amount of entire project clearly outlined.
- Who else is engaged in funding this project?
- If capital request, total budget for project and Musgrave's part in it

Annual Reporting Process

Applicants please note: annual reports from selected grant recipients must be provided each year for multi-year projects no later than May 1st. The Grant Distribution Committee will review annual reporting in order to determine next year's funding request. This report will require key details on the progress of the original proposal's milestone and timeframe goals as well as an updated budget including all expenses associated with the Musgrave grant. Annual reporting must be no more than 10 pages and must include the following details:

- Executive Summary covering the progress of the program
- Include contact information for all key partners/members of team
- Updated project description: describe the progress of the project in its current phase
- Details on the engagement of communities impacted: how has this project engaged impacted communities in the ongoing decision-making process?
- Partner update: list agencies engaged in partnerships, with updated information on any new partnerships or any lost partnerships over the course of the last year
- A full update of all milestones and goals and progress on those goals
- A full description of future milestones and goals for the next year
- Past year budget – provide a summary of current progress in the first year's budget (accounting for the 11-month timeframe may be factored as well)
- Update on all other funding partners, if applicable
- If capital request, updated total budget for project and Musgrave's part in it