



Development and Preservation Fund Program Grant Application Preview

Reminder: Only nonprofit organizations are eligible to apply for program grants.

Application Note: Most fields do not contain word or character limits. This allows you to write what you need without worrying about cutting down words to fit or adding unnecessary fluff to reach an excessive goal. Please keep your written responses clear and concise, while making sure to fully address each question.

SECTION 1: ORGANIZATION INFORMATION

- **Organization Name**
- **Federal Tax ID (EIN)**
- **Physical Address**
- **Mailing Address** (if different)
- **Website** (if available)
- **501(c)(3) IRS Determination Letter** – **upload**
- **Anti-Discrimination Policy** – **upload**
- **Brief History, Mission, and Accomplishments** – Please provide a brief history and mission of your organization including your experience with affordable housing (defined as 120% area median income (AMI) or less). Additionally, summarize any major accomplishments, particularly those that relate to the proposed program. If you are a new organization, briefly describe how this program supports your organizational goals.

SECTION 2: ORGANIZATION LEADERSHIP

- **Primary Contact** for application – Name, Title, Email, Phone
 - Please note: *All notifications will go to the email used to log in to Submittable when starting the application. Please ensure you log in and start the application using the preferred email for ongoing communications related to your funding request.*
- **Executive Director** (or equivalent role) – Name, Title, Email, if different from Primary Contact
- **Current Board of Directors** – Please list your current board members, including officer titles and professional affiliation, if applicable. Do not include contact information.
- **Organizational Chart** – **upload**
- **Program Staff** – Identify the specific staff who will be responsible for leading this program and describe their roles. Include years of experience, key accomplishments, financial management background, and other information that demonstrates capacity to carry out the program. Please also include information on staff diversity and/or expertise related to affordable housing.



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SECTION 3: PROGRAM OVERVIEW

- **Program Title**
- **Are you seeking multi-year support with this request?**
 - If yes, please indicate two or three years.
 - Please ensure all narrative responses and program financials clearly align with the scope of the entire funding duration (e.g., provide a 2-year program budget, indicate if the timeline for year two or three includes program or pilot evaluation, etc.).
- **Total Program Budget: \$**
- **Grant Amount Requested** from Front Porch Investments: \$
 - If multi-year is requested, you'll be asked to break down the total per year.
- **Brief Program Summary** (high-level program overview; limit: 200 words)
- **Program Goals** – select all that apply:

<input type="checkbox"/> Financial education and counseling	<input type="checkbox"/> Pilot programming/innovation
<input type="checkbox"/> Housing education and counseling	<input type="checkbox"/> Renovation/rehabilitation program
<input type="checkbox"/> Other education or training	<input type="checkbox"/> Planning/early program design phases
<input type="checkbox"/> Workforce development and training	<input type="checkbox"/> Expanding capacity related to affordable housing
<input type="checkbox"/> Language access	<input type="checkbox"/> Development of community resources
<input type="checkbox"/> Physical accessibility	<input type="checkbox"/> Other: _____
- **Program Timeline** – What is the timeline for this program? Please list significant milestones and dates. A table will be provided for you to complete, listing events/activities and anticipated dates.

SECTION 4: PROGRAM NARRATIVE

Program Impact

- **Assessment Alignment** – Describe how the program aligns with the findings in the [Omaha and Council Bluffs Area Assessment of Housing Affordability, Needs, and Priorities](#) and identify the specific gaps or needs you are addressing through this program. Please include any additional information that addresses local demand for the program.
- **Program Description** – Describe the proposed program and how it addresses the needs identified above.
- **Program Expansion** – How would the component(s) funded by Front Porch Investments expand the parameters or capacity of the current program and/or support the launch of a new pilot or program?
- **FPI Priorities Alignment** – Describe how the program aligns with [Front Porch Investments' strategic priorities](#).
- **Beneficiaries** – Please describe the population you expect this program to serve, e.g., Black, Indigenous and other residents of color, families, single adult heads of households, residents with physical,



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developmental, or intellectual disabilities or other health concerns, older residents, residents for whom English is not a first or preferred language, or residents with chronic housing instability.

- **Community Benefit** – Describe the community benefit that will be derived from this program. For example, how will this program increase your organization's ability to provide services, increase economic opportunities and access to affordable housing, and improve quality of life in our community?
- **Participant Benefit** – How will this program benefit individual participants, if applicable?
- **Best Practices/Innovation** – How will this program incorporate best/proven practices or demonstrate innovation, e.g., bringing new concepts to Omaha?
- **Outcome Measurement** – What does success look like? What outcomes will you measure, and how will those measured outcomes be reported or shared?
- **Partnerships** – Do you plan to partner on this program? If yes, please identify collaborators and key partners, and describe the goals of the partnership and partners' roles and responsibilities.

Accessibility and Engagement

- **Physical Accessibility** – How do you think about and approach physical accessibility in this program? Who will your program be accessible to?
- **Community Engagement** – How have you engaged community members in the development of your program – particularly, but not limited to, people with low and moderate incomes who may benefit from this program? Please describe your community engagement activities and what you have learned.
- **Marketing and Recruitment** – How will you conduct community outreach and affirmatively and proactively market your program to ensure awareness among people with low and moderate incomes? Please describe past recruiting, marketing, and community outreach strategies as examples.
 - **Optional upload:** *Prior community outreach flyers or other materials*

SECTION 5: FINANCIALS

- **Organizational Budget** – **Upload** your organization's operating budget (income and expenses) for the current and most recent fiscal year.
- **Organization Financials** – **Upload** your most recently completed audit* and a year-to-date financial statement. If the most recent fiscal year's audit is not included, please explain.
- **Program Budget** – **upload** – Clearly indicate which line items would be solely funded by FPI through this grant (e.g., highlight, asterisk, label, etc.).
- **FPI Fund Use** – Specifically, how will Front Porch Investments' funding be used to support this program? What components of this program will Front Porch Investments be supporting? Please affirm that, if awarded, Front Porch will be the sole philanthropic funder of this component.



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- **Request Rationale** – Please provide rationale for the amount of your request from FPI.
- **Funding Sources** – Please outline funding sources you have committed, have currently pending, or anticipate exploring for this program (including your FPI request). For pending requests, when do you expect a decision to be finalized?

A table will be included with the following sections to complete:

Funding Source	Source Amount	Status	Expected Decision Date
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- Specific table guidance:
 - Update Status with one of the following: *Pending, Committed, Applied for, or Not yet applied for*. Also identify if an LOI/term sheet has been issued.
- **Organizational Commitment** – What is your organization’s financial commitment to the program? Include any in-kind or volunteer services, if applicable.
- **Scalability** – If full funding of your request cannot be awarded: Is this program scalable? If so, please describe and ensure that your program budget reflects this by—for example—providing a cost per training or rehabbed home.
- **Sustainability** – Please describe your fund development practices and how you will ensure sufficient funds are available each year to support the continuation of this program beyond the grant period.
 - Note: Multi-year awards may require you to submit a sustainability plan in order to receive funds for year 2 and/or 3.