



## ~Devices Grants~ 2024 Solicitation

Applications Accepted June 3 to July 12, 2024

The KC Digital Inclusion Fund is a charitable fund led by KC Digital Drive and administered at the Greater Kansas City Community Foundation with an Advisory Council.

All eligible applications are scored and recommended for funding by an independent review panel selected by the Advisory.



*Updated 5/31/2024*



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## Fund Cycles

The KC Digital Inclusion Fund (DIF) will grant up to \$250,000 to select 501(c)(3) public charities, educational or governmental entities in 2024 through three grant cycles focused on: 1) Devices, 2) I.T. Support, and 3) New Courses.

## Devices Grants

Devices Grants are offered to support devices, like computers, on which someone accesses the internet. Lack of such a device and the skills to use it are barriers to internet access, even when there is plenty of network capacity available to connect to.

Desktop computers, laptop computers, tablets, and smartphones are all types of devices that are used to access the internet and are eligible devices for this grant program. Other devices that may help expand or deliver the network—like hotspots, routers, or servers—are not eligible for this grant. This grant is intended to support user interface devices, not actual connectivity, so while phones may be eligible, data plans are not.

Devices Grants should:

- Align to a specific program, not just to an organization or a covered population.
- Help outcome-oriented direct-service organizations overcome technology barriers to better fulfill their mission.

Devices Grants are open to 501(c)(3) public charities, educational organizations, or government entities who provide direct services to people in need in the 9-county Greater Kansas City region, including Cass, Clay, Jackson, Platte, and Ray counties in Missouri and Johnson, Leavenworth, Miami, and Wyandotte counties in Kansas.

A lack of devices may be a barrier to delivering workforce training, social services, educational programming, health care and addiction and recovery services, and in serving unique populations such as older adults, returning citizens, and refugees.

FUNDING AVAILABLE	Up to \$75,000
APPLICATION WINDOW	June 3 - July 12, 2024
AWARD RANGE	\$1,000 - \$20,000
EST. # AWARDS	5-20
FOCUS AREA	Access to Network



WHO IS ELIGIBLE	Direct service agencies who serve populations in the Greater Kansas City Metropolitan Area (9-county region including Cass, Clay, Jackson, Platte and Ray in Missouri, and Johnson, Leavenworth, Miami and Wyandotte in Kansas)
ELIGIBLE TYPES OF DEVICES	Desktop computers, laptop computers, tablets, and smartphones

### Eligibility and How it works

- To be eligible, applicants must be direct-serving 501(c)(3) public charities, educational or governmental entities serving people in need within the 9-county Greater Kansas City region (Cass, Clay, Jackson, Platte and Ray in Missouri, and Johnson, Leavenworth, Miami, and Wyandotte in Kansas).
- Applications are submitted online starting June 3, 2024 with a deadline of July 12, 2024 by 11:59 p.m. CT.
- Applications are evaluated by a panel of reviewers selected by the Fund's appointed Advisory Council.
- Grantees are notified by KC Digital Drive of award status via email on/around August 26, 2024.
- Announcements are made public on the DIF website, and via other media.
- The grant period of performance may vary by Grantee, but should be completed by March 31, 2025.

### Application Requirements

In completing an application form, applicants agree to share their proposal with representatives from a review panel of digital inclusion advocates to review all submitted materials.

### Evaluation Criteria

- **Relevance** – how critical or compelling is the device barrier being addressed by this applicant
- **Need** – how significant is the organization's program or core service relative to other applicants
- **Impact** – what is the extent of the perceived impact that the device will have on the individual client or scale
- **Due diligence** – how thoughtful is the approach to how devices are sourced, which devices are offered/used, and how they meet ongoing needs



- **Quality of evaluation** – what is the ability to, and degree of, understanding the impact of device(s) on the program or core services, and the ongoing ability to deliver and sustain them
- **Community benefit** – if there are other expected benefits to the population served beyond the program or core service delivery of the organization; what are the broader community benefits

## Objectives & Program Goals

The DIF aims to advance a more systemic strategy toward addressing the digital divide, fill specific programmatic gaps, signal strong ongoing community commitment to this work, attract new local money to this cause beyond existing funders, and strengthen Kansas City's competitiveness for state and federal dollars.

## Measures of Success

KC Digital Drive will track applicant engagement across grant programs and cycles, log the number of applications submitted, record the number of eligible applicants, review processes and outcomes, grantee awards, examine total funding requests to understand the supply and demand per grant program, and provide data and learnings to the Advisory Council for future consideration and strategic direction.

KC Digital Drive will provide concierge support services to applicants during grant cycles to boost awareness, ensure equity, and to reduce barriers for organizations of all types and sizes.

KC Digital Drive will provide a suite of grantee tech, evaluation, and outcome-based supports to standardize metrics and data.

## Submitting an Application

Interested 501(c)(3) public charities, educational or governmental entities are invited to submit an [online application](#) by July 12, 2024 at 11:59 p.m. CT.

## Review Criteria & Review Process



Reviewers will be asked to evaluate each application based on a 100-point total according to the following grant program rubric:

<b>Devices</b>		
<u>Area</u>	<u>Description</u>	<u>Points per Area</u>
Relevance	How critical or compelling is the device barrier being addressed by this applicant	25
Need	How significant is the organization's program or core service relative to other applications	25
Impact	What is the extent of the perceived impact that the device will have on the individual client or scale.	15
Due Diligence	How thoughtful is the approach to how devices are sourced, which devices are offered/used, and how they meet ongoing needs	15
Quality	What is the ability to, and degree of, understanding the impact of device(s) on the program or core services, and the ongoing ability to deliver and sustain them	10
Community Benefit	If there are other expected benefits to the population served beyond the core service delivery of the organization; what are the broader community benefits	10

**Review Process**

KC Digital Drive reviews all applications to ensure they are complete and are eligible 501(c)(3) entities and provides all qualifying applications to an outside Review Panel appointed by the Advisory Council for each Grant Program cycle.

Reviewers score each application according to its rubric and provide their recommended funding allocation. Detailed reviewer comments may be collected.

Review Panels convene virtually to deliberate, and sessions are facilitated by KC Digital Drive.



The panel will review and discuss all proposals. Conflicts of Interest (COI) are established at the onset of the review period, and any reviewers with COI will be asked not to participate in the discussion of COI applications. All reviewers are asked to read all applications.

## Calendar

### Device Grants

- RFP opens Jun 3, 2024
- Deadline to apply is Jul 12, 2024
- Grantees announced on/around August 26, 2024
- Period of performance: up to 6 months (to be completed by March 31, 2025)

## Terms and Conditions

1. Purpose: The DIF aims to support projects and initiatives that promote digital equity, access to technology, and digital literacy in the Kansas City area.
2. Eligibility Criteria
  - a. Direct-serving 501(c)(3) public charity, educational or governmental entities
  - b. Serving people within the Greater Kansas City Metropolitan Area (the 9-county region including Cass, Clay, Jackson, Platte and Ray in Missouri; and Johnson, Leavenworth, Miami and Wyandotte in Kansas)
  - c. Eligible device types include: desktop computers, laptop computers, tablets, and smartphones
3. Funding Priorities
  - a. The DIF will support projects related to providing access to technology, digital literacy training, internet connectivity solutions, and other initiatives aimed at bridging the digital divide.
  - b. Priority will be given to projects that target populations with limited access to technology and digital resources.
4. Application Process
  - a. Applicants must complete and submit an online application form available on the website at [kcdif.org](http://kcdif.org).
  - b. All application periods will be announced annually, and deadlines will be provided on the website.
  - c. Required documents may include budgets, organizational information, and timelines.
5. Evaluation Criteria



- a. Applications will be evaluated based on each category's rubric (noted in the section titled Review Criteria & Review Process) and the potential impact of the project on digital inclusion efforts in the community, the feasibility of the proposed activities, and the organization's capacity to implement the project successfully.
  - b. Consideration will also be given to the sustainability and scalability of the program.
6. Funding and Eligible Expenses
  - a. Grant amounts will vary depending on the scope and scale of the proposed projects, with a maximum grant award specified by each fund cycle.
  - b. Devices grant funds are to be used explicitly for the purchase of devices and devices-related costs, such as software, one-time I.T. set up, or installation fees. Funds may not be used for overhead or program costs, staff salaries, training materials, or outreach activities.
  - c. Not eligible for this grant: hot spots, routers, servers, data and/or monthly service plans.
7. Reporting and Accountability
  - a. Grant recipients are to complete a final report at the close of the performance period detailing project activities, expenditures, and outcomes.
  - b. The DIF reserves the right to conduct site visits, audits, or other monitoring activities to ensure compliance with grant requirements.
8. Intellectual Property Rights
  - a. Any intellectual property developed as a result of funded projects will be owned by the grant recipient, with the understanding that the fund may use project outcomes for promotional or educational purposes.
9. Compliance and Legal Requirements
  - a. Grant recipients must comply with all relevant local, state, and federal laws and regulations, including those related to nondiscrimination, accessibility, and data privacy.
10. Termination and Amendment
  - a. The DIF reserves the right to terminate or amend grant agreements in cases of noncompliance, changes in project scope, or other unforeseen circumstances, with appropriate notice provided to grant recipients.
11. Dispute Resolution
  - a. Disputes between the fund and grant recipients will be resolved through good-faith negotiations. If resolution cannot be reached, the matter may be subject to mediation or arbitration, as determined by the fund.
12. Publicity and Acknowledgment
  - a. Grant recipients are expected to acknowledge support from the DIF in project materials, communications, and other relevant channels.





13. Accessibility and Non-Discrimination

- a. Projects funded by the DIF must adhere to principles of accessibility and nondiscrimination, ensuring that digital resources and services are accessible to all members of the community.

14. Miscellaneous

- a. The DIF reserves the right to make final decisions regarding grant awards, without guaranteeing funding to all applicants.
- b. Any changes or updates to the terms and conditions of the grant program will be communicated to applicants and grantees in a timely manner.

Applicants are encouraged to review the complete terms and conditions of the DIF before applying for funding.