



## 2023-2024 Keiro Grants Program Guidelines

**Grant Requests: Up to \$20,000**

**Deadline: Friday, October 20, 2023**

### **About Keiro's Grants Program:**

For over 60 years, Keiro has focused on improving the quality of life for older adults and their caregivers in the Japanese American community of Los Angeles, Orange, and Ventura counties. Since 2017, Keiro has utilized the grants program as one of many key strategies to support the evolving needs of older adults and their caregivers in the community. Keiro supports the efforts of other organizations and agencies working in alignment with our mission and goals within our service area to advance Keiro's mission to enhance the quality of senior life in Our Community.

### **Grant Conditions:**

Keiro funding is based on the premise and understanding that we cannot achieve our mission to enhance the quality of senior life alone. The 2023-2024 Keiro Grants Program will focus on supporting programs that enhance the quality of life for older adults and caregivers in the Japanese American community. In fulfilling our mission, Keiro engages in programs, services, and collaboration to advance the wellbeing of older adults, their caregivers, and all who support them in Our Community. As a result, Keiro expresses the following grant conditions to be acknowledged by the grant-funded organization as part of their obligation upon acceptance of grant funding.

- Specifically inform Keiro which area(s) of quality of life they are prioritizing and report information related to impact in that area
- Recognize Keiro as a funder in forms of publicity about the grant-funded project. This can include, but is not limited to:
  - Newsletters, websites, social media, and other collateral materials such as program brochures, flyers, and mailings
  - Verbal recognition during the program or activity
- Positively represent Keiro to the general public
- Provide Keiro with a calendar of grant-funded programs and events
- Be available for follow-up and check-ins related to the grant-funded project
- Use Keiro grant funding for the sole purpose of the specific program outlined in the application
  - Allowable expenses include, but are not limited to:
    - Program development expenses
    - Capacity building
    - Core operating support
    - Capital investments
  - Unallowable expenses include:
    - Costs that do not support or benefit the programs directly serving older adults or caregivers
    - Expend grant funds not in accordance with the submitted grant budget submitted, approved, and included as part of the grant agreement
  - Make a good faith effort to complete the funded project within the agreed-upon guidelines.



- Communicate in writing to Keiro in a timely manner whenever changes which may affect the outcome of the program have occurred, including but not limited to personnel changes or budget adjustments

### KEIRO'S 2023-2024 CYCLE FOCUS

For the 2023-2024 Grants Program, organizations must align their program with at least one of the below elements of Keiro's definition of quality of life and demonstrate the benefit towards older adults and/or caregivers.

**Health/Wellness:** A person's health/wellness is defined by their physical, mental, and emotional state of being. Health/wellness includes both the presences, absence and/or risk of disease and symptoms, and the individual's perception of their health status.

**Purpose:** An older adult should have at least one self-defined purpose – something that brings meaning and joy to their life. Purpose can include family and friends, community engagement, hobbies, and spirituality. While it is often revisited throughout one's lifetime, a lack of purpose can contribute to a decline in wellbeing.

**Connectedness:** Humans are inherently social and need engagement through social networks to thrive. Connectedness – whether at an individual, family, or community level – is vital to physical, mental, and emotional wellbeing. Lack of social connection, including in-person and virtually, has been shown to have significant negative impact on overall health/wellness.

**Security:** A sense of security is necessary for older adults to live a healthy and fulfilling life. Security includes financial stability; consistent housing; a reliable social network; and access to high quality, affordable services. A lack of security in even one of the previously listed areas can impede an older adult's quality of life.

**Autonomy:** As older adults age, autonomy, and the ability to choose how to live life the way they want should be maintained as much as possible. Although physical and/or cognitive limitations may make this difficult, lacking even a feeling of autonomy can lead to a decline in quality of life.

The following guidelines are designed to provide an overview of Keiro's Grants Program for the 2023-2024 grant cycle. Keiro staff may be contacted to ask questions about the application process. We will be hosting a series of informational virtual workshops discussing how to apply for funding and what updates to consider during the application process as we encourage organizations to apply. Please check Keiro's website for workshop dates and times.

## GOALS

- Enhance the quality of life of older adults and their caregivers in the Japanese American and Japanese community.
  - Specifically, prioritize at least one element of Keiro's Quality of Life definition while supporting and reaching out to older adults and caregivers in the community.
- Reach out to new older adults and caregivers or reestablish existing connections while providing support through community programs and events, and increasing capacity to provide these services.
- Promote culturally-sensitive programs and services accessible to Our Community.

## PROGRAM AREAS

We recognize that the program areas below often intersect, and we encourage applications that have alignment with one or both of these areas.

- **Services to Older Adults**

One fifth of all Japanese American adults are age 65 and older. This is much higher than the percentage of adults aged 65 and older in the general population. Keiro seeks to support individual Japanese American and Japanese older adults and their ability to enhance their quality of life with confidence by equipping them with knowledge, resources, and assistance, so they can effectively manage their lives and wellbeing wherever they call home.

Grants will be awarded to provide services that enhance the quality of life of older adults most in-need. Examples of services that address a specific element of Keiro's Quality of Life definition can include (but are not limited to):

- Health/Wellness: Improving access to vital community programs and services, such as health education, nutritious meals, or exercise opportunities.
- Purpose: Encouraging older adults to find things that bring meaning and joy to their lives.
- Connectedness: Fostering a sense of community among Japanese American and Japanese older adults to help reduce isolation and loneliness.
- Security: Supporting older adults who desire to live independently in a safe environment.
- Autonomy: Educating older adults and their families to make informed decisions and thoughtful plans, including end-of-life decisions.

- **Support of Caregivers**

Caregiver demands and burdens are increasing as people are living longer and are choosing to live at home, instead of in residential care facilities. Keiro seeks to support caregivers in the community to assist older adults in need.

Grants for program development will be awarded to organizations that provide support to caregivers or that provide caregiving services to older adults. Examples of support that address a specific element of Keiro's Quality of Life definition can include (but are not limited to):

- Health/Wellness: Providing opportunities for family caregivers to care for themselves physically and emotionally.
- Purpose: Encouraging caregivers to find joy and meaning both in their roles as a caregiver and in their lives outside of caregiving.



- Connectedness: Enhancing support systems for caregivers to ease the physical, psychological, and financial burdens of caregiving.
- Security: Addressing the needs of the most vulnerable older adults who lack access to adequate, culturally-sensitive caregiving.
- Autonomy: Empowering caregivers to confidently make decisions for themselves and their families.

### **FUNDING AMOUNT & CRITERIA**

This year, Keiro will have one funding level of up to \$20,000. Grants will be awarded to provide program development, core operating support, capacity building support, or capital needs support. Although organizations may apply for more than one grant, funding will be limited to a maximum of \$20,000 per organization.

**The grant period is up to one year. Multi-year requests are not considered.**

If awarded, throughout this 12-month grant period, grant recipients will be required to submit both mid-year and final reports. Reports should include quantitative measurements and qualitative information detailing the impact of programs on improving quality of life of the program participants.

### **FUNDING PRIORITIES**

Keiro will prioritize:

- Applicant organizations with annual operating budgets of less than \$1 million to support grassroots organizations.
- Funding for recurring or periodic programs over funding for one-time events to provide sustained support for quality of life for older adults and caregivers.

Funding priority will also be given to programs or organizations that:

- Align with all Keiro Grants Program goals.
- Clearly define how the program enhances quality of life among older adults and/or their caregivers.
- Demonstrate measurable, compelling outcomes that connect to the quality of life.
- Establish clear effort toward creating/building sustainability in programs beyond the 12-month grant cycle.
- Address a pressing need or opportunity to serve older adults and their caregivers in Our Community.
- Have a realistic program budget and ability to carry out the project effectively.
- Are culturally sensitive to Japanese American and Japanese culture.

## TYPES OF SUPPORT

Grant funds can be used for such things as:

- **Program development** to design new programs or enhance existing programs and services. Funding may be used for translation of materials, outreach efforts, transportation services, culturally sensitive activities, case management, etc.
- **Capacity building** to help organizations plan, effectively manage, retool systems or methods, or build sustainability
- **Core operations** to maintain provision of high quality, high demand services with demonstrated outcomes and strong participation
- **Capital investments** such as purchasing equipment or funding renovation projects

## QUALITY OF LIFE ELEMENT

- Applicants must select up to two elements of quality of life that will be prioritized and supported. Although many projects address multiple (if not all) of the elements of quality of life, applicants are asked to focus on no more than two.
- **Health/Wellness**
- **Purpose**
- **Connectedness**
- **Security**
- **Autonomy**

## GENERAL ELIGIBILITY

Eligible proposals must be for programs and services that:

- Primarily serve older adults and/or caregivers in the Japanese American and Japanese communities
- Serve Los Angeles, Orange, and/or Ventura counties

Organizations eligible for a grant must meet one of the following criteria:

- Nonprofit organizations that are tax exempt under IRS Section 501(c)(3)
- Community groups that have a 501(c)(3) organization serving as their fiscal agent
- Faith-based nonprofit organizations are eligible for funding if they welcome and serve all members of the community

## INELIGIBLE SUBMISSION TYPES

Funds will not be granted to the following:

- Service programs that are focused outside of the three identified communities (Los Angeles County, Orange County, and Ventura County)
- Government agencies and institutions
- Medical research
- Individuals
- Fundraising events
- Endowments
- Political campaigns or lobbying
- Grantmaking institutions or pass-through grants



## APPLICATION SUBMISSION GUIDELINES

This year, please submit all application materials electronically to [grants@keiro.org](mailto:grants@keiro.org). Mailed in applications will be accepted, but please notify us by emailing [grants@keiro.org](mailto:grants@keiro.org). Mailed application must be received by the submission deadline.

If mailing hard copies, please notify the staff and mail to the address below:

Keiro  
ATTN: Grants Program  
420 East Third Street, Suite 1000  
Los Angeles, CA 90013

If faxing an application, please fax to 213.873.5799 and provide notice by emailing [grants@keiro.org](mailto:grants@keiro.org).

### **Application submission deadline**

Applications will be accepted through **5:00 p.m. PDT on Friday, October 20, 2023**. We encourage early submissions. Exceptions will not be made. Grant awards will be announced by March 2024.

For more information, please contact Makoto Kotani, Director of Programs, at 213.873.5703 or [grants@keiro.org](mailto:grants@keiro.org).

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