

FY25 Rural YMCA Grant Program Guidelines



The Rural YMCA Grant Program supports facility infrastructure improvements at YMCAs in cities with a population of less than 28,000, as determined by the 2020 federal decennial census. Grants assist with costs associated with the renovation and maintenance of existing facilities, to strengthen those communities through youth development, healthy living and social responsibility. Project examples include updated boiler systems, roofs, parking access, energy efficiency improvements and renovations to gyms and classrooms.

Funding for the program is made possible through an appropriation of \$250,000 by the Iowa Legislature to the Iowa Economic Development Authority, through the Rebuild Iowa Infrastructure Fund.

TIMELINE

September 24	Application opens
September 25, 11 a.m.	Informational Teams/video meeting. Click Rural YMCA Grant Info to join.
November 21, 11:59 p.m.	Online application due for funding period January 1, 2025 to December 31, 2027
November 22	Conflict-of-interest check
November – December	Review applications
December 20	Applicants notified of funding award decisions.
January 1	Project period begins

FUNDING

Grant request amount

Applicants may request grant funding for eligible facility infrastructure expenses within the minimum and maximum restrictions listed below.

- Minimum grant request: \$10,000
- Maximum grant request: \$100,000

Disbursements will be made on a reimbursement basis by calculating a grant to total project cost ratio. The reimbursement process is designed to allow state funds to be released at approximately the same rate as the state's participation in the total project.

No advance disbursements will be allowed. Grantees will be required to provide documentation to the authority establishing the costs incurred and the successful completion of all necessary transactions.

Match requirement

Applicants are required to provide a cash match that is a minimum of 50% of the total grant amount requested from the Iowa Economic Development Authority. The cash match must be secured, dedicated to eligible facility infrastructure expenses, a legitimate part of the proposed facility infrastructure project and expended within the eligible funding period. The 1:1/2 match requirement may be raised through a combination of public and private sources, but may not include in-kind donations of goods or services, unsecured funding, loans or other funding from the state of Iowa.

Funding period

All project activities and incurred expenses must occur within the eligible funding period of January 1, 2025 to December 31, 2027. Funding is awarded to grant recipients on a reimbursement basis after expenses have been incurred for approved project activities.

REPORTING DEADLINES

In addition, applicants are required to submit an annual report in October of each year of their project, with a final report due no later than February 1, 2028.

PROJECT REQUIREMENTS

Eligible YMCA facility infrastructure projects must involve the renovation or maintenance of existing YMCA facilities — as defined by the [Iowa Code 8.57](#) — that are located in the applicant city for the purpose of fulfilling a social need related to youth development, healthy living or social responsibility. Eligible projects must have a beginning and end date within the funding period.

Eligible project activities

- Construction
- Land acquisition
- Major renovation or routine, recurring maintenance of building or appurtenant structure
- Site development

Ineligible project activities

- Lease of a building, appurtenant structure or utility without a lease-purchase agreement
- Operating expenses
- Ongoing utilities
- Standalone design or planning phase

APPLICANT REQUIREMENTS

Eligible applicants

Eligible applicants must be the following type of entity. Entities who do not meet these requirements are not eligible to apply.

- A YMCA that is a member of the Association of the YMCA of the USA and in compliance with the YMCA National Constitution.
- A federally tax-exempt 501(c)3 nonprofit organization incorporated and physically located in an Iowa city with a population of less than 28,000, as determined by the 2020 federal decennial census.
- Committed to strengthening communities through youth development, healthy living and social responsibility.

Ineligible applicants

- Individuals
- Any organization that is not a member of the Association of the YMCA of the USA including:
 - For profit entities
 - Entities acting as fiscal agents
 - Public and private schools that serve grades pre-K through 12 and are located in Iowa
 - Unit of local, county or federally recognized tribal government
- Iowa Economic Development Authority grant recipients with an outstanding final report
- Iowa Economic Development Authority grant recipients with a grant from the department for any part of the project

ONLINE APPLICATION SUBMISSION

Applicants must submit applications via the Iowa Economic Development's SlideRoom, an online application portal. Applications will not be accepted in any other format. Late, incomplete or ineligible applications will not be accepted. Applicants can access the current online application requirements at

<https://iowaartscouncil.slideroom.com/#/permalink/program/79032>

Applicants must create a login to view the full application requirements for the program. Applicants can visit help.liaisonedu.com for SlideRoom assistance related to the online submission.

APPLICATION QUESTIONS

YMCA USA Compliance

As a Member Association of the YMCA of the USA and in compliance with the YMCA National Constitution, I certify that our YMCA meets all stated qualifications set forth by the National Committee on Membership Standards, and as adopted by the YMCA of the USA Board of Directors.

Rural YMCA Applicant Information

1. Applicant Name

Enter the name of the eligible entity submitting the proposal.

2. Legal Name

Enter the legal name of the applicant if different than the applicant name.

3. Applicant Address

4. Applicant City

5. Applicant State (XX)

6. Applicant ZIP Code (#####)

7. Applicant County

8. Federal Employer ID # (##-#####)

9. Iowa Congressional District

Enter the numeric Iowa Congressional District of the applicant. To find the Iowa Congressional District, visit the [United States House of Representatives](#). Use the Find Your Representative form on the right side of the page to input your zip code information for an exact match.

10. Iowa Senate District

Enter the numeric Iowa Senate District of the applicant. To find the Iowa Senate District, visit [Find Your Legislator](#). Use the full address form on the right side of the page to input your address information for an exact match.

11. Iowa House District

Enter the numeric Iowa House District of the applicant. To find the Iowa House District, visit [Find Your Legislator](#). Use the full address form on the right side of the page to input your address information for an exact match.

Primary Contact Information

1. **Primary Contact First Name**
2. **Primary Contact Last Name**
3. **Primary Contact Title**
4. **Primary Contact Organization**
5. **Primary Contact Email**
6. **Primary Contact Phone**

Authorized Official Contact Information

1. **Authorized Official First Name**
2. **Authorized Official Last Name**
3. **Authorized Official Title**
4. **Authorized Official Organization**
5. **Authorized Official Email**
6. **Authorized Official Phone**

Rural YMCA Project Information

1. **Start Date**

Enter the start date for project activities for which the applicant is seeking grant funding. The start date must fall within the eligible funding period.

2. **End Date**

Enter the end date for project activities for which the applicant is seeking grant funding. The end date must fall within the eligible funding period.

3. **Project Title**

Rural YMCA grant Applicant Profile

1. **Mission Statement**

Enter the mission statement of the eligible entity submitting the proposal.

2. **Applicant Profile**

Describe how the applicant fulfills its mission and serves its target population, including:

- description of programming and services focused on youth development, healthy living, and social responsibility provided
- relevant notable achievements

Please list any open contracts with IEDA/Arts Council including agreement number.

Rural YMCA grant Narrative

1. Project Description

Describe the proposed facility infrastructure project, including:

- the need for facility renovation or maintenance
- how the facility renovation or maintenance will achieve goals related to youth development, healthy living and/or social responsibility
- if applicable, the priority of each project component for which you are seeking funding

2. Public Access

Describe the plans for public access to the project, including:

- target audience that will benefit from the facility renovation or maintenance
- plan for accessibility of facility renovation or maintenance
- plan to disseminate subsequent enhanced programming or services to target audience

3. Project Implementation

Describe how the facility infrastructure project will be successfully realized within the eligible funding period, including:

- measurable implementation objectives applicant seeks to achieve
- timeline of activities or tasks necessary to complete the project
- explanation of key partner roles and responsibilities

4. Project Evaluation

Describe how the facility infrastructure project outcomes will be evaluated, including:

- qualitative and quantitative measures related to goals and objectives
- data collection methods
- how evaluative results will inform maintenance and management of future projects

Rural YMCA Grant Budget

1. Total Grant Request

Enter total numeric dollar amount of the grant request for eligible facility infrastructure expenses that will be incurred within the eligible funding period. Round to the nearest dollar. Do not include dollar signs, commas or decimals.

2. Total Cash Match

Enter total numeric dollar amount of the secured cash match for eligible facility infrastructure expenses that will be incurred within the eligible funding period. Round to the nearest dollar. Do not include dollar signs, commas or decimals.

3. Budget Form

Itemize the eligible grant request and secured cash match expenses that will be incurred within the eligible funding period, including a brief description and the numeric dollar amount associated with each expense in the budget form below.

4. Grant Request & Cash Match Verification

Attach documentation that verifies the expenses associated with the grant request and cash match that will be incurred within the eligible funding period.

5. Source of Cash Match

Itemize the source(s) of secured cash match for eligible expenses that will be incurred within the eligible funding period. The sum of the amounts listed below should equal the number reported in Total Cash Match and the sum of the Cash Match reported in the Budget Form.

6. Cash Match Verification

Attach documentation that verifies the cash match is secured. If applicable, include verification from each source of cash match.

7. Total Supplemental Project Expenses

Enter the total numeric dollar amount of supplemental project expenses that occur before or after the eligible funding period or are otherwise not eligible to be part of the grant request or cash match. Round to the nearest dollar. Do not include dollar signs, commas or decimals.

8. Supplemental Project Expense Description

Briefly describe the Total Supplemental Project Expenses that are not part of the grant request or required cash match.

9. Total Project Budget

Enter total numeric dollar amount of the full project budget including the grant request, cash match and supplemental project expenses. Round to the nearest dollar. Do not include dollar signs, commas or decimals.

Partner Letter of Support

1. Partner Letter of Support

Submit one letter of support from a project partner who has a vested interest in the successful implementation of the proposed project and can speak to the project's excellence. Letter may not exceed one page.

Minority Impact Statement: YMCA

1. Please choose the statement that pertains to this grant application. Complete all the information requested for the chosen statement.

** This question has conditional follow-up questions*

The proposed grant project programs or policies could have a disproportionate or unique positive impact on minority persons.

The proposed grant project programs or policies could have a disproportionate or unique negative impact on minority persons.

The proposed grant project programs or policies are not expected to have a disproportionate or unique impact on minority persons.

2. Describe the positive impact expected from this project.

3. Indicate which group(s) is/are impacted.

Women

Persons with a Disability

Blacks

Latinos

Asians

Pacific Islanders

American Indians

Alaskan Native Americans

4. Certification

Assurances

1. I, as the authorizing official of the applicant, have read and understand the grant program guidelines.
2. I, as the authorizing official of the applicant, certify that all representations and statements made in this application are true and correct.

3. I, as the authorizing official of the applicant, understand that all information and material submitted with this application is a public record.
4. I, as the authorizing official of the applicant, verify that no overlapping costs with any other pending or approved application(s) for federal/state funding and/or approved federal/state awards have been submitted with this application.
5. I, as the authorizing official of the applicant, certify compliance with the following nondiscrimination statutes and understand that the Iowa Arts Council may conduct a review of grant activities at any time to ensure that they are in compliance with these statutes.

- Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.)
- Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.)
- Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.)
- National Endowment for the Arts' implementation of Section 504 requirements

6. I, as the authorizing official of the applicant, agree to acknowledge the Iowa Economic Development Authority's support in all materials and announcements, audio and visual, for all grant funded activities according to published logo and credit line guidelines.

7. Authorizing Official Name

8. Authorizing Official Title

Media

Provide 1-5 items.

Allowed Media Types:

- Images (up to 5MB each)
- Video (up to 250MB each)
- DFs (up to 10MB each)

Applicant instructions:

Submit 2 pages of additional document support material for the proposed project. Material may include an evaluation tool, documentation of proposed facility improvements, marketing material, press clippings or additional relevant letters of support. A list of web links is not acceptable.

REVIEW PROCESS

Submitted applications will be reviewed by staff for completion, eligibility and adherence to published guidelines. Eligible applications will be reviewed by a cross-disciplinary panel within IEDA with appropriate expertise commensurate to the purpose of the grant program. Panel recommendations are submitted to the Rural YMCA Grant Administrator at IEDA for consideration of funding approval. All funding decisions are final.

REVIEW CRITERIA

The Rural YMCA Grant Scoring Rubric will be used to evaluate grant applications. Each section has criteria and corresponding point values to ensure a fair review process. The rubric is on a scale of 27 points.

APPLICANT PROFILE: 3 points possible		
3 Applicant provides exceptional programming or services in youth development, healthy living, and social responsibility that clearly advance its mission and serve its target population. Applicant demonstrates a strong record of organizational progress through relevant notable achievements and strategic priorities.	2 Applicant offers programming or services in youth development, healthy living, and/or social responsibility that support its mission and serves its target population. Relevant notable achievements or strategic priorities are identified.	1 Applicant's programming or services in youth development, healthy living or social responsibility are limited, unclear or do not support its mission or serve its target population. Relevant notable achievements or strategic priorities are not identified.

PROJECT DESCRIPTION: 3 points possible		
3 Project goals related to youth development, healthy living and social responsibility are exemplary and clearly advance the applicant's organizational mission. Project fulfills an essential need to renovate or repair a facility to maintain or expand existing services to the community.	2 Project goals related to youth development, healthy living and/or social responsibility are identified and relate to the applicant's organizational mission. Project identifies a need to renovate or repair a facility to maintain or expand existing services to the community.	1 Project goals related to youth development, healthy living or social responsibility are unclear or do not relate to the applicant's organizational mission. Project does not fulfill a need to renovate or repair a facility to maintain or expand existing services to the community.

PUBLIC ACCESS: 3 points possible		
3 Target population for the project is well-defined and its relevance to the project evident. Project will be highly accessible due to clear and deliberate plans for facility accessibility and to disseminate enhanced programming or services to the target population.	2 Target population for the project is identified. Plans for facility accessibility and to disseminate programming or services are satisfactory.	1 Target population for the project is unclear. Plans for facility accessibility and to disseminate programming or services are unclear or inadequate.

PROJECT IMPLEMENTATION: 3 points possible		
3 Project has strong, measurable implementation objectives. Project will be successfully realized through a clear timeline of activities or tasks. Project demonstrates strong support through multiple, diverse logistical partners. Key partner responsibilities are well-defined and enhance the project.	2 Project is achievable through identified measurable implementation objectives and timeline of activities or tasks. Project is supported by partners. Key partner roles and responsibilities are identified.	1 Project implementation objectives are unclear or not measurable. Multiple concerns about project achievability. Timeline of activities or tasks is insufficient. Key partner roles and responsibilities are unclear or not identified.

PROJECT EVALUATION: 3 points possible		
3 Project uses strong measures and methods to analyze achievement of goals and objectives. Evaluative results will clearly and appropriately inform future maintenance and management of projects undertaken by the applicant.	2 Project identifies methods or measures to analyze achievement of goals and objectives.	1 Methods and measurements to analyze achievement goals and implementation objectives are unclear or inadequate. Evaluation results will not inform the future maintenance and management of the project.

PROJECT BUDGET: 3 points possible		
3 Project budget and intended use of requested funds are clear and appropriate. Project demonstrates financial support by leveraging diverse sources of local and private cash match that are well-defined.	2 Project budget, intended use of requested funds and sources of applicant match are identified and adequate.	1 Project budget, intended use of requested funds or sources of applicant match are unclear or inadequate.

COMMUNITY SUPPORT LETTER: 3 points possible		
3 Community support letter is highly relevant to the project, demonstrates a vested interest in the project and supports the project's excellence.	2 Community support letter relates to the project and is of average quality.	1 Community support letter is not relevant to the project, of poor quality, or does not demonstrate a vested interest in the project.

SUPPORT MATERIAL: 3 points possible		
3 Support material is highly relevant to the project and supports the project's excellence.	2 Support material relates to the project and is of average quality.	1 Support material is not relevant to the project, of poor quality, or does not support the project's excellence.

CASE FOR SUPPORT: 3 points possible		
3 Application makes exemplary case for support and merits state investment.	2 Case for support is adequate and merits state investment.	1 Case for support is inadequate and/or does not merit state investment.

CONTACT

Potential applicants are encouraged to review all published material and contact Lisa Day at <mailto:lisa.day@iowaeda.com>, with questions well in advance of application deadlines.

PUBLIC RECORDS POLICIES

All documents submitted and generated during the application and award process become public records under Iowa's Open Records Law (), unless,

1. The information belongs to one of the classes of records automatically treated as confidential; or
2. The applicant has applied for and received written notice that your information will be treated as confidential.

Automatically Confidential Records

IEDA automatically treats the following records as confidential and will withhold them from public inspection even without a request for confidential treatment:

- Tax Records and Tax Liability Information
- Quarterly Iowa Employer's Contribution and Payroll Report prepared for the Iowa Workforce Development Department
- Payroll Registers

- Business Financial Statements and Projections (unless those statements are already publicly available elsewhere, e.g., 10-K filings)
- Personal Financial Statements

Exemptions to the Open Records Law

If you wish to have additional information treated as confidential, you must fill out a confidential treatment request form. The form will be provided after consultation with IEDA counsel. Under the Open Records Law, IEDA may lawfully treat certain information as confidential if that information falls within an exemption to the Open Records Law. The following exemptions represent records which may lawfully be treated as confidential under the Open Records law and which are most often applicable to the information submitted to IEDA:

- Release of information would give an unfair advantage to competitors – Iowa Code Sec. 15.118
- Trade secrets – See Iowa Code section 22.7(3), see also Iowa Code Ch. 550
- Communications not required by law, rule or regulation made to IEDA by persons outside the government to the extent that IEDA could reasonably believe that those persons would be discouraged from making them to IEDA if they were made available for general public examination – Iowa Code section 22.7(18)

Non-Confidential Information

Information that is submitted to IEDA as part of the application process or that is contained in a contract for program benefits is generally considered material to the eligibility requirements of the program or to the amount of assistance to be provided. Such information is generally not given confidential treatment.

Additional Information Available

Copies of Iowa's Open Record law and IEDA's administrative rules relating to public records are available from the IEDA upon request.