



**MOAA Foundation  
Community Outreach Grant Program**

**2024 MOAA Foundation Community Outreach Grant Criteria**

Through the Community Outreach Grant program, The MOAA Foundation offers grants to MOAA councils and chapters providing services to local military and veteran families – either directly or through partnerships with other community organizations – in one of ten areas of critical military and veteran family need.

- **Critical Areas of Military and Veteran Family Need.** Foundation grant funds shall only be used to provide direct services to local military and veteran families in one of the following areas of critical need:
  - Housing
  - Food assistance
  - Employment
  - Health (including behavioral health)
  - Family support
  - Community reintegration
  - Financial assistance
  - Legal assistance
  - Transportation
  - Crisis relief

MOAA councils/chapters may deliver these services directly or through community partnerships with other organizations, however MOAA councils/chapters are solely responsible for ensuring all MOAA Foundation grant funds are disbursed in support of programs and services within one or more of the 10 critical areas of need listed above.

- **2024 Community Outreach Grant Program Grant Cycle**
  - **2024 Maximum Grant Amount:** \$5,000
  - **Grant Cycle:** May 1 – April 30 (365 days)
  - **Grant Application Period:** Dec. 1, 2023 – Feb 29, 2024
  - **Grant Scoring:** March 1 – March 31
  - **Grantees Approved/Announced:** MOAA 2024 Spring Board Meeting
  - **Funds Available for Disbursement:** May 1, 2024
  - **Grant Budget Reconciliation:** May 31, 2024



- **Grant Eligibility**

- MOAA Foundation council/chapter community grants must support the IRS 501(c)(3) charitable purposes of The MOAA Foundation and The MOAA Foundation Board Expenditure Policy. *(Ex: Your MOAA council/chapter does not have to be a 501(c)(3) or 501(c)(19) in order to apply for or receive this grant. The organization that a MOAA council/chapter partners with must be a 501(c)(3) or any status that allows tax deductible donations.)*
- MOAA councils/chapters must deliver foundation-funded programs/services either directly or through a community partnership or collaboration within which the MOAA council/chapter has approval authority over how foundation grant funds will be expended. Grant funding may not be used as a “pass through” grant to fund non-MOAA organizations in the local community offering programs/services within which the MOAA council/chapter has little or no active role.
  - Example of a pass through: Giving a check to an organization, but having no MOAA council/chapter member involvement in the organization's program or how the funds are used.
- “Military and veteran families” are defined as any person(s) identified by the collaboration as needing assistance and falling within at least one of the following categories:
  - Currently serving uniformed servicemembers of all ranks, or their family members
  - Veterans of all ranks or their family members
  - Survivors of a deceased uniform servicemember or veteran
- The MOAA council/chapter must provide proof of general liability (GL) insurance to receive grant funding. Note: This is not the same as “Directors and Officers” (D+O) or “Errors and Omissions” (E+O) insurance; D+O or E+O insurance will not suffice. Councils/chapters may submit a grant application without a GL insurance certificate, however in the event they are awarded a grant, the council/chapter must obtain insurance and submit an insurance certificate before funds will be transferred.



- Grant Scoring Criteria. Grant applications will be scored based on four criteria points (25 points each, for a total of 100 possible points):
  - If awarded a grant, what population (military spouses, surviving spouses, military children, veterans, etc.) of the military community will be benefitting from these funds? What are the current unique challenges or needs of this military community, and how will they be impacted by these funds?
  - How will this benefit your local community?
  - Describe and explain the involvement that the MOAA council or chapter will have in this proposed program and in facilitating grant fund usage.
  - How will the grant create positive awareness of The MOAA Foundation and MOAA's mission, and its programs locally and/or nationally?
  
- Grant Application and Administration Procedures
  - All MOAA councils/chapters may submit a grant application through the [grant application link](#), in accordance with the timeline established in the grant.
  - The grant scoring and selection committee shall comprise select members of the MOAA program staff, MOAA Foundation staff, MOAA Foundation board members and any other MOAA participants deemed necessary by The MOAA Foundation Board.
  - Councils/chapters receiving foundation Community Outreach Grants should include their grant-funded activities as part of their Levels of Excellence award submissions each year.
  - Local MOAA councils/chapters are encouraged to issue a local press release within one week of the grant announcement.
  - We expect everyone to abide by local safety guidelines when facilitating an event and/or working with other individuals.
  - Grant recipients should strive to obtain written testimonials and photos of military and veteran family members who have benefited from the program(s) supported by The MOAA Foundation grant. Written family member testimonials are vital to sustain this program. Photo release forms will be included in the grant Memorandum of Understanding for grant recipients to use in obtaining a release from military/veteran family members to use their photos in the MOAA national marketing and communications programs. These releases should be signed by any military family member whose photo the chapter wishes to submit to help market



this program. One-minute video segments of MOAA council/chapter members delivering services or of clients providing testimonials are highly desired and also require signed release forms from individuals who appear.

- MOAA councils/chapters must submit grant status reports at the frequency requested by The MOAA Foundation. This will include a mid-cycle status report, a final grant reconciliation, and any additional report requests made by The MOAA Foundation during the life of the grant cycle. The MOAA Foundation may provide you with a grant reporting document or form to use for data tracking purposes and ease of visibility. Additional reports aside from the mid-cycle and final reports are welcome. These reports can come in any delivery format, so long as the direct services provided to military and veteran families and cost of services are provided, based on use of grant funds. Inclusion of a program overview and the results achieved are encouraged, and should provide a detailed reconciliation of how all grant funds were expended. Reports should include as many MOAA-branded photos as possible.
- Specific Reporting dates:
  - Mid-Cycle report due: Dec. 31, 2024
  - End-of-Cycle report due: April 30, 2025

**Questions?** Email [moaa\\_foundation@moaa.org](mailto:moaa_foundation@moaa.org) or call our Member Service Center at (800) 234-6622