

PIMLICO COMMUNITY DEVELOPMENT AUTHORITY

January 31, 2018



Agenda

- Opening remarks (5 minutes)
 - Approval of Minutes
- Neighborhood Initiative Competitive Grants (1 hour)
 - Purpose of grants
 - Geography
 - Types of grants
 - Eligibility Criteria
 - Evaluation process and criteria
 - Examples of previous grants
 - Grant process
 - Technical Assistance
 - Discussion
- Intermission/Networking (15 minutes)
- Comments on Spending Plan (1 hour)



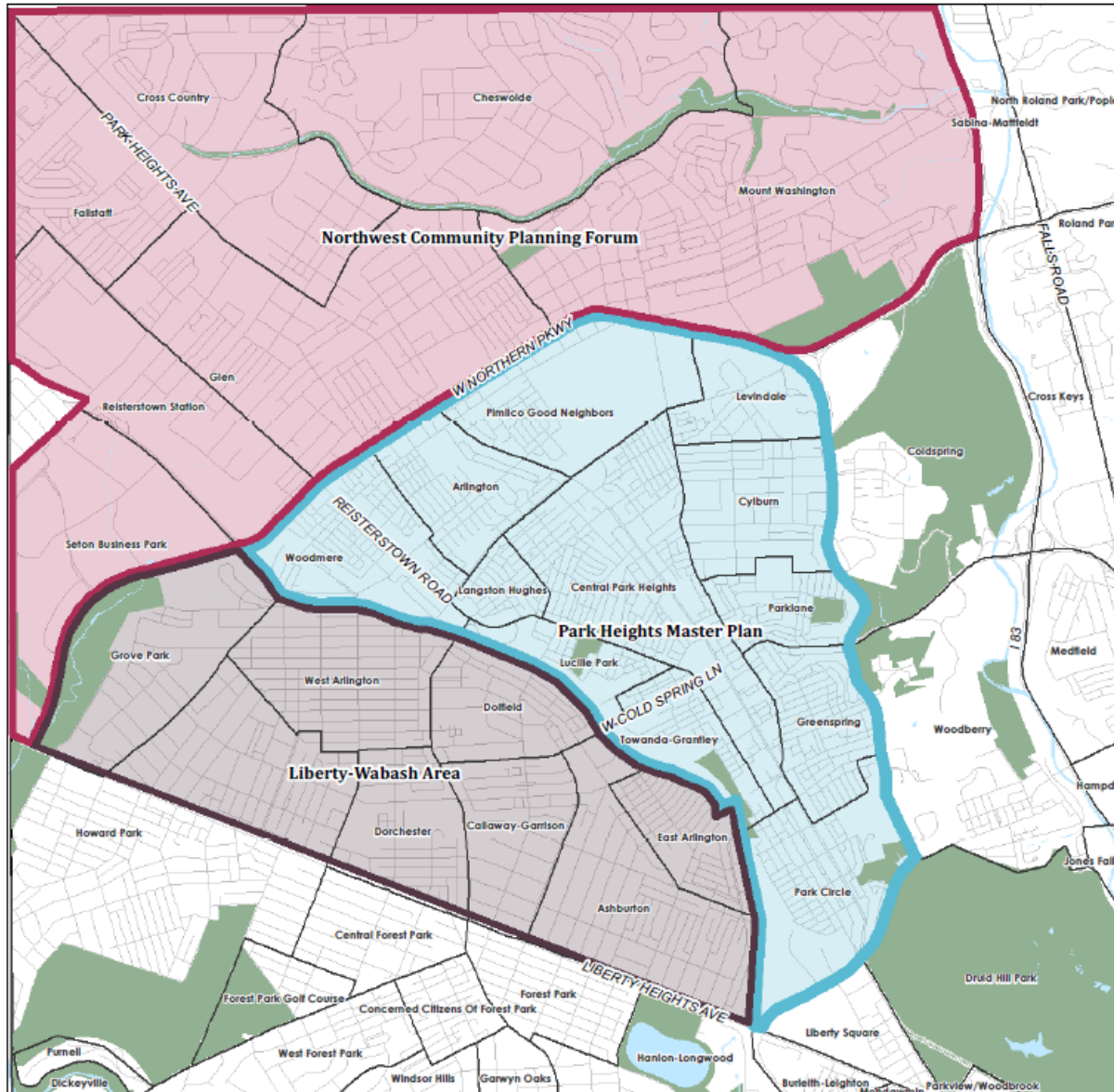
Purpose:

Community Building



Neighborhood Initiative Competitive Grant

Geography:



Neighborhood Initiative Competitive Grant

Types of Grants:

Less
than
\$2,500

\$2,500
to
\$30,000



Neighborhood Initiative Competitive Grant

Eligibility Criteria:

Less than \$2,500

- Project is located within eligible geographic area
- Non-profit organization with 501(c)(3) tax-exempt status or mission based organization with a 501(c)(3) fiscal sponsor.
- In good standing with the State of Maryland
- A valid bank account in the name of the organization.

\$2,500 to \$30,000

- Project is located within eligible geographic area
- Non-profit organization with 501(c)(3) tax-exempt status OR mission based organization with a 501(c)(3) fiscal sponsor.
- In good standing with the State of Maryland
- A valid bank account in the name of the organization.
- Experience implementing similar projects
- Support from the Board (e.g. Board Resolution or equivalent document)



Neighborhood Initiative Competitive Grant

Evaluation Process:

Less than \$2,500

- Applications accepted on a rolling basis
- Review by Healthy Neighborhoods, Inc.
- Healthy Neighborhoods, Inc. makes final decision

\$2,500 to \$30,000

- Applications accepted on a rolling basis
- Analysis by Healthy Neighborhoods, Inc.
- Evaluated and scored by PCDA Grant Subcommittee 3 times per year
- Subcommittee makes recommendation to Director of Planning
- Director of Planning consults with Mayor's Office in making final decision



Neighborhood Initiative Competitive Grant

Evaluation Criteria:

Less than \$2,500

- Quality of proposal (clear, well thought out)
- Impact (community building, visible, number of people helped)
- Organizational capacity (readiness, experience, accountability)
- Budget (clearly defined project budget with supporting documentation, realistic, cost effective)

\$2,500 to \$30,000

- Quality of proposal (clear, well thought out)
- Impact (community building, visible, number of people helped)
- Organizational capacity (readiness, experience, accountability)
- Budget (clearly defined project budget with supporting documentation, realistic, cost effective)
- Partnerships (e.g. neighborhood association collaborating with an organization to do a mural or a beautification project)
- Leverage (other funds, materials, volunteer action)



Neighborhood Initiative Competitive Grant

Examples of previous grants:

- Beautification projects (e.g. community gardens)
- Community signs
- Project Pneuma Yoga
- Music and Unity festivals
- Community Resource Events
- Academic Enrichment at Elementary Schools (e.g. culinary arts class)
- Gardner/Coordinator at Elementary Schools (e.g. classes and garden setup)





Healthy Neighborhoods, Inc. is available to assist with the following:

- Grant Applications
- Grant Agreement
- Technical Assistance
- Fiscal Agent
- Meeting City requirements such as insurance



Neighborhood Initiative Competitive Grant

Grant guidelines

- **Award amounts:** Grant award amounts may differ from amounts requested in grant applications.
- **Grant Agreement:** Once funding is approved and grant agreement is completed, projects may begin.
- **Administration:** No more than 10% of the total grant award for large grants (\$2,500-\$30,000) can be used for administrative costs or fees.
- **Project completion:** As a general rule, all grant-funded projects should be complete, with grant funds expended, within one calendar year of the grant award date. If it is anticipated that a time frame longer than one year is needed for project completion, an explanation along with a full project schedule should be provided in the application.



Neighborhood Initiative Competitive Grant

Additional guidelines:

- **Payment documentation:** At the completion of any awarded project all payment documentation must be submitted to Healthy Neighborhoods, Inc. within 60 days from the day of completion.
- **Payment procedures:** Payment procedures to grant awardees will be determined on a case-by-case basis. A draw schedule can be created. No future draw requests will be considered until all previous draws are accounted for with payment documentation (i.e., receipts).
- **Reporting:** Grant recipients are required to submit quarterly reports and photos highlighting their efforts. In order to qualify for funding, a final report is required at the completion of the project.
- **Insurance:** Insurance may be required.



Technical Assistance Opportunities

Grant Application Available Please check PCDA's website for the grant application.	Spring 2018/Summer 2018
Technical Assistance for Neighborhood Initiative Competitive Grants To describe grants using public funding and answer questions	Spring 2018/Summer 2018
Grant Writing Workshop To assist applicants with their applications	Spring 2018/Summer 2018

How will proposals be reviewed?

- Grants under \$2,500 are reviewed by Healthy Neighborhoods, Inc. on a rolling basis.
- Grants over \$2,500 are reviewed by PCDA.
- There will be 3-4 submission dates (TBD) for large grants followed by PCDA review.



FY 2019 Schedule

Release DRAFT Spending Plan - Begin 45 day review period	January 9
Presentation of DRAFT Spending Plan	January 10
Public forum	January 31
Deadline for comments to PCDA	February 9
PCDA work session	February 12
Presentation of PCDA recommendations on the draft spending plan	February 15
Release FINAL Spending Plan	April



Deadline for comments to PCDA

February 9

pcda@baltimorecity.gov

or

417 E. Fayette, 8th Floor
Baltimore, MD 21202

Check out [PCDA's website](#) for resources and information on meetings.

<https://planning.baltimorecity.gov/pimlico-community-development-authority/pcda-meetings-and-minutes>

