

2016 MORELAND RISING GRANT APPLICATION GUIDELINES

These grants are intended as an investment in everyday people as active citizens, actively using their creativity, passion, ingenuity and connectedness to make life better, right where they live. The City believes that active citizens, connected to each other and working together, are at the heart of every thriving community. The grants are intended to help people discover their own power and the power of community, with the goal of bringing more resources to play - the resources and resourcefulness of community residents.

GRANT GOALS

1. ***Stimulate and support projects designed and implemented by grassroots community groups that address neighborhood issues*** – These grants are intended to support the work of informal and formal groups formed by everyday people out of their mutual self-interest. We are looking for ideas that originate with a group of people from the neighborhood and that are being moved into action as a project, event, or activity. The intent is to support residents as active citizens. Grants are not intended to be used as startup funds to create more non-profits, to support established non-profits, or to develop social service programs.
2. ***Encourage new and stronger relationships between residents of the community, among grassroots groups, and between grassroots groups and more established organizations*** – The City believes building relationships is key to transforming neighborhoods. Projects must have the potential to build and strengthen positive relationships inside the neighborhood.
3. ***Support opportunities to develop community leadership, organizational capacity and build community capacity*** – These grants are intended to help support community members to develop their leadership skills and to make clear the possibilities for what they can do when they come together.

GUIDELINES

- Grants of between \$500 and \$5000 will be awarded to neighborhood based groups that address one or more of the program's goals.
- Grants are limited to initiatives and projects in southern Moreland (south of Chagrin and west of Lee Road) in Shaker Heights.
- Groups must be comprised of neighborhood residents and stakeholders.
- All proposed projects must be planned and led by a group of at least five (5) unrelated community members of the neighborhood.
- Grant recipients must secure a dollar-for-dollar match equal to or greater than the amount requested from the program. The match can be in the form of cash, volunteer labor or donated goods or services such as donated space, equipment, etc. (For purposes of the program, the value of volunteer labor is \$10 per hour.)
- Grant applications should include letters of support from community partners whose cooperation or involvement is necessary to the project's success. The letters should indicate their commitment to contribute in specific ways to the project. When appropriate, the value of the resource should be quoted in letters of support. In addition, letters of commitment from governmental agencies or schools should be included when appropriate.
- Grant duration is up to one year. A group may apply for only one grant.
- Applications are accepted on an ongoing basis until funds are all allocated. Faxed applications will not be accepted.

- Any neighborhood-based group is eligible to apply, even if they are not an incorporated, 501(c)(3) nonprofit organization. Grant applicants that are 501(c)(3) organizations should include a copy of their IRS determination letter with their application.
- Ongoing maintenance of the project in future years will not be funded. If City maintenance will be required, a written prior approval from the City must be included with the proposal.
- Grants are not available to support ongoing operating expenses of a group or project or to fund the establishment of a new group.
- The Neighborhood Revitalization Department will monitor the expenditure of any grant funds.
- Grant recipients will be required to participate in post award evaluations and complete monthly grant reports.

THE PROGRAM *DOES NOT* MAKE GRANTS TO:

- Capital campaigns
- Endowment funds
- For-profit entities
- Fundraising events
- Individuals
- Large non-profit organizations
- Political groups
- Government agencies or departments (includes public schools, public recreation centers, etc.)
- Religious organizations for religious purposes
- Single businesses

EVALUATION CRITERIA:

The following criteria will be used to evaluate applications:

QUALITY OF APPLICATION (20%)

- Is the presentation clear?
- Is the budget reasonable, cost-effective, and within the scope of the award program?
- Is the timeline sufficient?
- Does the project conform to city codes and departmental policies?
- How will the project be maintained over time?
- Is this a workable project?

MEETS GRANT GOALS (40%)

- Will there be a significant number of residents who will be involved in carrying out the project?
- Is this a joint application involving more than one group?
- Is there neighborhood support?
- Does it build neighborhood capacity & leadership?

BENEFIT TO THE NEIGHBORHOOD AND CITY (40%)

- Will a significant number of residents benefit from the proposal?
- Will the project benefit the neighborhood and/or the City?
- Does the project address an important neighborhood and/or City issue?
- What will be the impact of this project?

FREQUENTLY ASKED QUESTIONS

Can an individual receive money from the Moreland Rising grant program? No, individuals are not eligible. Groups applying must have five or more unrelated key members.

How much money is available? \$10,000 will be available in total.

How large are the grants available? Grants range from \$500 to \$5,000. All projects require a dollar-for-dollar match in the form of cash, in-kind donated services, or the contribution of materials, supplies, and other program-related donations.

Are there any conditions on grants? Groups will be required to match the grant dollars either in outside funding or in-kind services and to complete assessments and evaluation forms as requested by the program.

Is funding available for renovation to a building that houses an organization? No.

When are applications due? Applications are accepted until funds are all allocated.

Does a group need to have 501 (c) 3 status to apply? No.

Does a group need to be an established organization to receive a grant?

No. In fact, we welcome proposals from groups that are recently formed – five or six neighbors getting together on a block to do something in their neighborhood. We are looking for the types of groups that everyday people form out of mutual interest or a common purpose, where "members" share decision-making responsibilities and duties, and where people can come and go at will.

Who do we mean by “community members”?

Who are community members? “Everyday people,” not professionals or staff members of non-profit organizations and institutions who provide services to people. Community members are mainly residents. However members of faith based organizations, merchants associations, student parent organizations, and other civic associations can apply as long as they have residents meaningfully engaged in their groups. Community members need to be generating the ideas, planning and implementing these projects – actively investing their own time and resources in the neighborhood.

What does “community building” mean?

This means creating a strong community together. By discovering local assets, connecting these assets to work together, and then creating opportunities for these assets to be productive and powerful together. Community builders successfully discover and mobilize assets by creating relationships among people and connections among community groups.

What does “capacity building” mean?

Learning to do new things, taking on new challenges and doing things better is all a part of capacity building. When residents learn a new skill or strategy and use it, they build their capacity. Community groups that come together to address an issue using a different process than in the past or by adding people to their group, or building new partnerships builds its capacity. Sometimes a group needs tools or other resources to move toward their goals such particular training, information on a strategy,

access to particular equipment or supplies. Taking the steps to find and utilize these types of resources is considered capacity building.

Is funding for social service programs eligible?

No. These grants are about self-help and community connectedness rather than the help that comes from professionals and experts.

Will the grant fund faith-based groups and organizations?

Yes, as long as the project is not for religious purposes and does not require participants to be involved in religious services and activities (prayer, worship services, etc.).

Will the grant fund non-profit organizations?

No. Grants are for people who are connecting with their neighbors to do something that they feel has value in their own community. Not people working on behalf of other people, but people who are working together on behalf of their own community.

Will the grant fund public institutions?

No. Public schools, governmental departments, public libraries, and other government agencies are ineligible for funding. The City will, however, fund projects that are organized by community members that affect public schools, public parks, etc., such as programs organized and led by Parent Organizations, Friends of public parks, and other programs driven by community members.

Will the grant fund security cameras?

The City strongly believes that a key deterrent to crime is neighbors knowing neighbors and watching out for each other. If groups are applying for security cameras, it must be a secondary approach. The main ingredient in any project must be building relationships.

Will the grant fund the cost for space and equipment?

Yes, so long as long as it is necessary for your group to do its project and it cannot be obtained through a donation.

Will the grant fund the cost for personnel?

No, the City will not fund requests for funds to pay salaries or workers' wages. Grant funds can be requested to pay for some contract services, and stipends to youth, senior citizens and other populations in order to keep them engaged, provide an incentive for participation, and recognize their diligence and commitment to a project or program. Funds should not be requested for staff wages or personnel salaries of an organization, institution or business. Requests for funds to pay for contract services must not exceed 50% of the total grant request. If a grant request is outside of these guidelines, a written explanation should be provided to explain why the exception should be considered. This explanation must be provided with the proposal as an attachment to the budget.

How many times can a group or organization apply?

Groups can only submit one application.

Can the grant funds be used to pay for a fiscal agent?

No. Fiscal agents are not to be compensated for this service through the grant funds.

Can individual businesses apply for funding?

No. Merchants associations (groups of merchants), however, can apply for funding of projects that are created to build connections and relationships in their neighborhood. A merchant in a neighborhood can also be a key leader in a group applying for a grant.

Can I get help in putting together a grant application? Yes. Contact Kamla Lewis at 216-491-1374 or kamla.lewis@shakeronline.com.

How long does it take once an application is submitted to go through the approval process and for us to receive funding? Groups that are awarded funding will be notified within a month of submitting their application. Groups awarded grants will be required to attend a grant recipient orientation session where they will receive information on grant implementation.