

Community
Foundation
for Greater Atlanta



Neighborhood Fund



Objectives

- Provide a brief overview of the Community Foundation
- Review Neighborhood Fund eligibility criteria
- Highlight details of the Neighborhood Fund application
- Review the decision-making and awards process



What is a community foundation?

Community foundations build and strengthen communities by making it possible for a wide range of donors to participate in creating permanent (and often named) funds to meet present and future needs.

The four roles of community foundations are:

- Donor service provider
- Grantmaker
- Convener
- Caretaker of resources



Mission

The Community Foundation for Greater Atlanta strengthens our region by providing quality services to donors and innovative leadership on community issues.



NEIGHBORHOOD FUND



Neighborhood Fund Overview

The Neighborhood Fund seeks to empower metro Atlanta residents who wish to positively impact their immediate neighborhood and community by providing financial resources and coaching support to community groups and leaders.



Two (2) Types of Grants:

1. **Love Your Block:** community-based beautification or improvement project mini-grants
2. **Community Building:** neighborhood-based project grants addressing a neighborhood issue or concern



Love Your Block

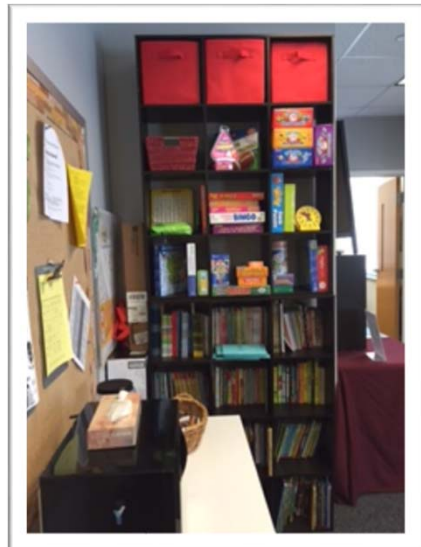
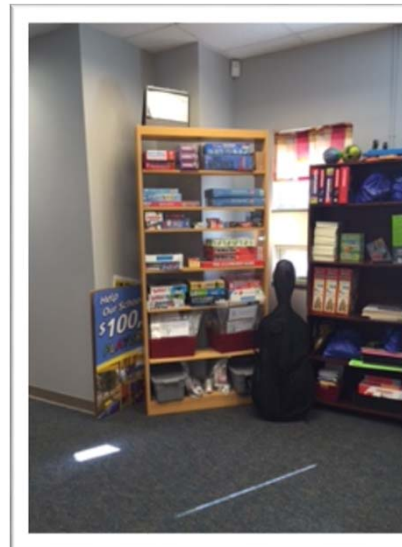
- **Grant Period:** three months
- **Grant Awards:** up to \$1,000
- Groups **DO NOT** need a two year working history to apply
- **Funding Examples:** creating public spaces, enhancing parks or streetscapes, providing exterior maintenance, graffiti and litter removal





Community Building

- **Grant Period:** six or 12 months
- **Grant Awards:** up to \$10,000
- Groups **MUST** have at least a two year working history to apply
- **Funding Examples:** building civic leadership, community organizing, cultural vibrancy, neighborhood-centered programming and action





What else?

- You can only apply for one type of grant per cycle (Love Your Block or Community Building).
- If awarded, you must complete your grant requirements and close your grant before applying again to the Neighborhood Fund.
- Neighborhood Fund grantees are eligible for other opportunities at the Community Foundation such as Nonprofit Toolbox.
- If you are declined, you may apply again for the upcoming cycle.
- Neighborhood Fund does not typically award grants to multiple groups in the same community/neighborhood. Neighborhood Fund will award to multiple groups in the same county.



Community Coaching

A Community Coach is a professional consultant assigned to Neighborhood Fund grantees to provide each grantee specific advice, mentoring, training and technical assistance support as required.

All Neighborhood Fund grantees will be paired with a community coach to support the group's skill-building needs while implementing the funded project or activities. The level of coaching each group receives varies, depending on the type of grant groups receive.



Community Coaching Types

- **Love Your Block Grantees** will receive *basic* project-based guidance from a community coach. Coaches meet with groups monthly, attend group work day when possible, assist in completion of End of Grant Report.
 - Minimum time: 10 – 15 hours/grant period
- **Community Building Grantees** will receive customized community coaching and technical assistance such as goal setting, evaluating neighborhood assets, organizing the community, managing the project and completing required reports. Coaches meet with groups monthly.
 - Minimum time: 20 – 60 hours/grant period



Community Coaching Categories

Community Organizing	Meeting Facilitation
Volunteer Management	Conflict Resolution
Group Decision Making	Program Planning
Asset Mapping	Fundraising
Coalition Building	Marketing/Communications
Community Economic Development	Leadership Development



What to Expect for 2018

- Two grant cycles (February and July)
- A very competitive process

Love Your Block

- 1-5 grants/cycle
- average grant: \$500 - 1,000*

Community Building

- 5-10 grants/cycle
- average grant: \$7,400*

*excludes coaching fees



Eligibility

- The group must consist of residents from communities within our 23-county region.
- Group members must reside in the same defined neighborhood or community.
- The group must be led by three or more unrelated residents of the neighborhood.
- You DO NOT need to be a 501(c)3 to apply!



Eligibility (continued)

- Is the request amount within the maximum grant amount?
- Does the group have a bank account with at least two signatures on it?
 - No funding will be allocated to an individual (i.e. John Smith)
- If the group has previously received a Neighborhood Fund grant, has it completed the proposed activities, submitted all required reports and is in good standing with the Neighborhood Fund?



Eligibility (continued)

Community Building Applicants

- Does the group have at least a two year history of actively working together?

Love Your Block Applicants

- Did the group attach at least three photos of the project site with the application?



Who's ineligible?

- Incomplete applications
- Applicants that do not meet the basic criteria
- Individuals, for-profit businesses, public institutions and community-based organizations working in neighborhoods, but not controlled and/or led by residents
- Groups with open grants/not in good standing with the Community Foundation
- Groups that discriminate in any way



Characteristics of a STRONG Application

- Provides a **reasonable** budget and request amount
- Lists **more than three active and unrelated resident leaders** in the community actively engaged in creative community projects
- Employs and build on the **strengths and assets** already existing in the community
- Can be completed **within the requested grant period** (three, six or 12 months)
- **Clear benefits for the entire neighborhood**
- **Addresses a significant community issue(s)**
- Generates increased **civic participation** from community members
- Focus on **low and/or moderate income communities**



Eligibility Q&A



Application



Application Breakdown

- I. Applicant Profile
- II. The Request
- III. Organization/Group Overview
- IV. Community Coaching
- V. Budget
- VI. Application Authorization



Section I: Applicant Profile

Organization/Group Name:	
County:	Neighborhood (if applicable):
Mailing Address:	
City:	Zip Code:
Website:	Social Media:
Is this a 501c3?:	EIN/Tax ID # (if applicable):

Primary Contact Person:	Role/Title:
Phone:	Email:
Secondary Contact Person:	Role/Title:
Phone:	Email:

Does your organization have a bank account?	Bank Name	Type of Account	Current Balance	Date Opened
			\$	
Individuals with access to the bank account (two names required):				



Section II: The Request

2.1 Select the grant type and length for which you are applying.

- Love Your Block – 3 months
- Community Building – 6 months
- Community Building – 12 months

2.3 Describe the project, event and/or activity.

2.4 Provide an estimated timeline with dates and activities required to complete the project.



Section II: The Request

2.6 Provide the neighborhood name and a brief description of the area in which the project will take place, including geographic boundaries (streets, neighborhood or county boundaries). *Love Your Block: include a physical address and description of site.*

Example: 123 Elm Avenue, Atlanta, GA 30000 – The Elm Avenue block is currently a vacant parking lot that sits at the corner of Apple Street and Elm Avenue. The lot is 50 ft. x 20 ft. and is surrounded by large oak trees. The lot has been abandoned for five years and has become overgrown with kudzu.

2.7 What kind of approvals do you need (e.g. property permissions, permits, city services, etc.)? Have you received all of them? If not, please describe the status of your approvals or your plan to secure them.



Section II: The Request

2.10 What metrics or measurable improvements will you use to track the progress of your project? *See instructions for examples.*

- # of trees, flowers or plants planted
- # of new voters registered
- # of greenspaces or gardens created
- # of areas/spaces painted
- # of pocket parks or playing fields created
- # of physical enhancements created (benches, paths, etc.)
- # of homes repaired
- # of trainings for community members and/or volunteers
- # of volunteers
- # of volunteer hours



Section III: Organization/Group Overview

3.3 Provide information regarding the individuals who will be responsible for the success of the project. Applications that demonstrate high commitment from multiple residents are more competitive. Please note that individuals listed must be unrelated (including marriages and same household) and a resident or directly affiliated with the community that this request intends to serve.

EXAMPLE:

Name	Phone	Email	Lives in neighborhood?	Role/Title
1. Jane Doe	404-123-6789	doe125@ail.com	Yes	Assoc. Pres/ Lead
2. Dan Mills	404-523-7894	dmills@msx.com	Yes	Resident/Volunteer coordinator
3. Audrey Brooks	678-123-4568	aubro@comcast.net	Yes	Resident/Youth coordinator
4. Pastor Phil Jones	770-555-8985	pjones@nlove.org	No	Church member/Church liaison
5. Mike Spokes	678-333- 5555	spokes@gmat.net	Yes	Resident



Section IV: Community Coaching

Community Building applicants only!!!

4.1 Community Building Grantees will receive customized community coaching. Determine the categories that best describe the needs of the group at the time of completing the application. Use the dropdown menus to select at least one category.

Community Organizing	Meeting Facilitation
Volunteer Management	Conflict Resolution
Group Decision Making	Program Planning
Asset Mapping	Fundraising
Coalition Building	Marketing/Communications
Community Economic Development	Leadership Development



Section V: Budget

1. Submit reasonably accurate estimates of the cost of your project or activities.
2. Capture a complete picture of the resources you will need from the Neighborhood Fund to complete your project or activities.
3. Identify other neighborhood resources or assets you will be using.



Section V: Budget

5.1 The purpose of the budget table and budget explanation is **to show how much your total project or activities will cost and how the money will be used**. The budget table shows expenses (how much is money needed) and provides space for details for each item. Be as specific as possible.

NOTE: The Neighborhood Fund provides grants from \$250 to \$10,000. It is very common for funded groups to receive less than the amount requested. In 2015, Community Building grants were between \$3,000 and \$10,000. Love Your Block grants were between \$800 and \$1,000.



Section V: Budget

Amount Requested	Total Project Budget	Amount Requested as % of Total Project Budget	Total Organization Budget (<i>if applicable</i>)
\$ 3,000.00	\$ 5,000.00	60%	\$ 35,000.00
Requested Budget Item	Request Amount	Description of Purpose	
Food/Drinks/Refreshments	\$ 500.00	25 people; 3 meetings at \$166 for food and drink	
Supplies/Materials	\$ 1,000.00	Clean-up equipment (bags, garbage cans, flowers, etc.)	
Equipment	\$ 250.00	Lawnmower	
Stipend	\$ 1,000.00	\$500 for youth stipends (gift cards); \$500 honorarium for web developer	
Room Rental	\$ 250.00	\$75 for recreation room meeting space; 3-4 meetings	
	\$		
TOTAL AMOUNT REQUESTED	\$ 3,000.00**		

NOTE: Funds MAY NOT be requested for administrative or overhead expenses, or for any other similar purposes. *Stipends, honorariums, and incentives are permitted.*



Section V: Budget

5.2 If funded, to whom should the grant check be made payable? Include payee name, bank account name and address.

Neighborhood Association; Wells Fargo; 456 Elm Street

5.3 Optional: Use this space to provide any other clarifying details related to budget request and/or funding timing. *(500 characters)*

N/A



Section V: Budget

5.7 The purpose of this budget table is **to show how your group intends to fund the project, asides through Neighborhood Fund.** Include both committed and projected revenue in the table.

Source Name	Amount	Description
New Love Church	\$ 200.00	Estimated hours of service time to cut grass
Pastor Phil Jones (New Love Church)	\$ 50.00	Lawnmower
Neighborhood Association	\$ 500.00	Food and beverages



Section VI: Application Authorization

Please enter your initials next to each of the three statements of understanding to indicate that you have read and agree to each statement.	Initials
1. I understand that a bank account with two signatures is required to submit this application.	JD
2. I understand that full funding is not guaranteed and that grantees may receive partial funding.	JD
3. I understand that, if awarded, grantees are assigned a community coach. I understand that the community coach fee is not paid for by grant dollars and that the Community Foundation assumes responsibility for all community coach fees and administration.	JD
Authorizing signatures: To the best of my knowledge, the information given in this application is accurate and complete. The typed name below serves as an official signature. By authorizing this application, we attest to be responsible for all reporting and funds granted to this project if awarded. Two signatures are required.	
Primary Contact Person: Jane Doe	Date: 7/28/2016
Secondary Contact Person: Dan Mills	Date: 7/28/2016



Section VI: Application Authorization

**Please proofread your application before submitting.
Applications with blank or incomplete fields will not be
considered.**

Submit the completed Neighborhood Fund Application to neighborhoodfund@cfgreateratlanta.org using the subject line "Attention: 2018 Community Building Grant" or "Attention: 2018 Love Your Block Grant".

Application Deadline: Friday, February 2 at noon.



Review and Award Process



2018 Cycle 1 Review Process

1. Applications are reviewed throughout February, after the deadline.
2. Site visits are conducted February 28 – March 15.
3. Awards are announced by April 13.
4. Grantee Orientation is held on **May 15** and is required for all grantees.



If awarded...

1. Neighborhood Fund staff will notify primary contact via email with grant agreement and reporting information.
2. Grantees are required to meet with assigned community coach at Grantee Orientation.
3. Community Building grantees will develop an assessment plan with their community coach within 30 days of receiving their award.
4. Love Your Block grantees will meet with their coach within the first 30 days.

Please plan accordingly!



As a **Love Your Block** Grantee

1. Receive full award check at Grantee Orientation (up to \$1,000)
2. Assigned a community coach for basic project and reporting support
3. Submit End of Grant Report with expense receipts
4. Meet with community coach at least monthly



As a **Community Building** Grantee

1. Receive first half of the award amount at Grantee Orientation
2. Assigned a community coach for customized needs
3. Submit Grantee Assessment Plan (due 30 days post Grantee Orientation)
4. Submit Mid Grant Report (with receipts)
5. Receive second half of the award amount
6. Submit End of Grant Report (with receipts)
7. Meet with community coach at least monthly



General Q&A



THANK YOU!

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