



City of Worthington

Neighborhood and Community Development  
Seed Grant Application 2018

Deadline: May 18, 2018

Date Submitted: \_\_\_\_\_

Amount of Grant Request: \_\_\_\_\_

Grant Review Committee Use Only

Date Reviewed: \_\_\_\_\_

Decision: \_\_\_\_\_

Amount Awarded: \_\_\_\_\_

Project Completion Date: \_\_\_\_\_



## City of Worthington

### **Community Relations Commission Neighborhood and Community Development Seed Grant Program**

#### **Background**

The Neighborhood and Community Development Seed Grant strives to create opportunities for community building by providing resources for community organizations, neighborhood associations, and individuals to create change in Worthington.

Historically, the grant program supported neighborhood organizations with resources to create infrastructure for their organization, funds for programming, or funds for special projects. This remains a critical foundation for the program.

In addition, the Community Relations Commission (CRC) has set a goal to provide resources for topics that are aligned with the foundation, history, and mission of the Community Relations Commission. Like many community relations commissions and human rights commissions in the country, Worthington's CRC has its roots in the promotion of tolerance, diversity and inclusiveness in the Worthington community. As a continuation of that tradition, the grant program makes resources available for neighborhood associations or community associations that propose a project to raise awareness of issues of diversity. Examples include incorporating diversity speakers or awareness into neighborhood events, partnerships and community service projects with diversity organizations, and programming targeted at awareness of specific populations within the community.

Each year, the Community Relations Commission will pick an additional priority that aligns with the core values of the City and the mission of the Commission. The goal is to provide resources to encourage positive community engagement and change on a specific topic. Again, these funds are available to neighborhood associations or community organizations that propose a project to raise awareness and create social change. For 2018, the topic chosen is Building a Welcoming Neighborhood. Examples include activities to welcome new neighbors, community directories, clubs or activities that promote neighborhood relationships.

#### **Eligibility**

- Applicants should be representatives of an existing (or forming) neighborhood association or community organization or individuals or groups who are building programs to benefit the Worthington community or individual neighborhoods.

Informal groups should provide information on how they are organized and plans for collaboration and sustainability of the project (when appropriate).

- Projects should focus on Worthington. That focus may be either people based (serving the citizens of Worthington) or place based (improving the Worthington community)
- Grant applicants must be residents of the City of Worthington. In addition, the organization or association should be Worthington based with a primary goal of servicing the citizens of the City of Worthington.
- Projects must meet the grant selection criteria.
- As a seed grant, priority will be given to organizations that are able to show a sustainable program beyond the first year funding.
- Any projects that are creating physical improvements must be on public property. Projects which make improvements to private property are ineligible.
- Projects must impact a neighborhood, geographical area, specific population, or the community as a whole.

## **Funding**

The Community Relations Commission will award grants in three categories:

Neighborhood Association Infrastructure Grant:	up to \$500 each
Diversity Awareness Grant:	up to \$500 each
Building Welcoming Neighborhoods Grant:	up to \$500 each

## **Application Process**

Grant applications will be accepted through May 18, 2018. Applications will be reviewed during the month of May, and grants will be awarded by June 8, 2018. Applicants must submit the attached Community Grant Seed Form by no later than May 18, 2018. Please send this form and supporting materials to: Neighborhood and Community Seed Grants, City of Worthington, 6550 N. High Street, Worthington, Ohio 43085; or [Ltrego@ci.worthington.oh.us](mailto:Ltrego@ci.worthington.oh.us) . For questions, or more information, call Lori Trego at 614-854-7171.

## **Responsibilities of Grantees**

Associations that are awarded grant funds must:

- Use grant funds during the calendar year 2018
- Project contact must sign the Grant Agreement Form
- Submit a Project Completion Report, a W-9, and receipts for expenses supported by grant funds to the City of Worthington 30 days following completion of the project, but no later than December 31, 2018.

## **Selection Criteria**

The Grant Selection Committee will consider project requests which meet as many of the following criteria as possible considering the scope, focus and resources available.

- Building or enhancing community
- Promoting neighborhood or community identity
- Demonstrating a public benefit
- Creating opportunities to volunteer and work together
- Demonstrating potential long term impact
- Demonstrating partnerships within the community
- Demonstrating sustainability of project beyond initial launch

### **Grant Review Committee**

Grant applications will be reviewed by a committee comprised of representatives from the Community Relations Commission and City of Worthington staff.



## City of Worthington

### **Community Relations Commission Neighborhood and Community Development Seed Grant Program**

#### **Frequently Asked Questions**

##### **Can an organization apply for multiple grants within the same year?**

*Yes, an organization may submit multiple applications for different projects targeting the different grant focus areas.*

##### **Can a single project combine multiple areas?**

*Yes, a single submission may be eligible in multiple focus areas.*

##### **Is the grant renewable?**

*No, the grant is not renewable. This is intended to be a seed grant that will allow an organization to launch a new initiative that can be sustained through other resources. However, organizations may apply a following year for a different project.*

##### **Is the grant open to traditional 501(c)(3) service providing organizations?**

*Yes – but priority will be given to organizations that do not receive other City funding.*

##### **What are examples of community organizations eligible for the grant program?**

*Beyond the traditional neighborhood associations, this grant would be open to a youth group, Boy Scout or Girl Scout group, a grassroots organization, social media groups, or residents who want to organize around a specific topic.*



**CITY OF WORTHINGTON – NEIGHBORHOOD GRANT APPLICATION FORM**

**General Information**

1. Name of Association or Project Group  
\_\_\_\_\_  
\_\_\_\_\_
2. Contact Person: \_\_\_\_\_
3. Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Telephone Number: \_\_\_\_\_
5. Contact E-Mail: \_\_\_\_\_

**PROJECT DESCRIPTION**

(Attach additional sheets if further space is needed)

**Please choose which grant topic area applies to your application:**

- \_\_\_\_\_ Neighborhood Association Infrastructure Grant
- \_\_\_\_\_ Diversity Awareness Grant
- \_\_\_\_\_ Building Welcoming Neighborhoods Grant

1. Provide a brief description of the project. Please attach any photos, drawings or other supporting materials which will further explain this project.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. How will the project build or enhance the community?

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3. How will the project promote community identity?

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4. What is the public benefit to be achieved?

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5. How will residents/volunteers be involved?

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6. Describe what steps will be taken to complete this project.

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7. What is the estimated timeline for completion of this project?

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8. What might be the long term impact? How will this relate to community development?

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9. How will this project continue beyond the first year (if applicable)?

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Additional comments

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**PROJECT BUDGET**

**List items provided through in-kind donations or funding from your association.**

Describe donated item, service or funding

Estimated Value

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\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**List items to be paid for with Grant funding:**

Materials and Supplies

Estimated Cost

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\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Services

Estimated Cost

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\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Other

Estimated Cost

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\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Total Grant Amount Requested**

\$ \_\_\_\_\_