

# 2018 Guidelines



Neighborhood Fund

## ABOUT THE COMMUNITY FOUNDATION FOR GREATER ATLANTA

Since 1951, the Community Foundation for Greater Atlanta has been connecting donors, nonprofits and community leaders to strengthen the 23-county Atlanta region through philanthropy. As a top 20 community foundation of approximately 750 nationally, with approximately \$955 million in current assets, Georgia's second largest foundation exists to connect the passions of donors with the purposes nonprofits strive to improve. Through its quality services and innovative leadership on community issues, the Foundation received more than \$135 million from donors in 2016 (unaudited) and distributed more than \$125 million that same year to support nonprofits throughout the region and beyond. For more information, visit: [cfgreateratlanta.org](http://cfgreateratlanta.org) or connect with the Foundation via [Facebook](#) and [Twitter](#).

At the Community Foundation, we believe in the power and potential of individuals and organizations to change communities, whether those communities are physical neighborhoods, a group of individuals with a common interest or a cohort of organizations focused on similar issues. We play a variety of roles, but our key goal is to be the connecting point for the various partners, nonprofit organizations and community leaders working together toward the common vision of stronger greater Atlanta region.

## IMPACT AREAS

The Community Foundation for Greater Atlanta fulfills the passions of donors by investing in our region through grantmaking, partnerships and advocacy. To create meaningful, lasting change, our efforts align via measurable objectives through focused "Impact Areas." We practice what we preach – evolving beyond grantmaking strategies and industry jargon to real, tangible impact.

**These five impact areas are our promise to the 23-county region - that in partnership with our donors, nonprofits and collaborators, we vow to make Atlanta a better place for all residents to live and thrive.**



**Arts**



**Community Development**



**Education**



**Nonprofit Effectiveness**



**Well-being**

**Arts** >> Build a dynamic arts ecology to ensure all residents in our region will have access to high quality cultural experiences and diverse artistic programs.

**Community Development** >> Ensure that our region produces equitable economic growth, strong civic health and safe communities.

**Education** >> Improve outcomes and expand opportunities for all learners across the education spectrum, from early learning through post-secondary and workforce preparation.

**Nonprofit Effectiveness** >> Invest in the region's nonprofits with the tools and financial resources to effectively manage operations and high-performing programs.

**Well-being** >> Ensure a healthy, safe and engaged region, where residents have access to health care and nutritious food.

All of these impact areas are complex and multi-dimensional and require cross sector, regional collaboration: these are problems with solutions that cannot be achieved by any one entity. The Foundation has an extensive base of knowledge and relationships across the region, spanning diverse communities, populations and issues, making us uniquely poised to serve as a hub for impact.

## THE NEIGHBORHOOD FUND

Creating change in a community requires the passion and leadership of the residents who live in that community. The Neighborhood Fund seeks to empower metro Atlanta residents who aim to positively impact their immediate neighborhood and community. The Neighborhood Fund is committed to supporting grassroots leaders driving social change through the provision of financial and coaching support. We provide resources to community groups (including non-501(c)3 entities) within the 23-county region seeking to impact community at the local level.

Since 1991, we have provided an estimated \$3.2 million in grants and training to nearly 700 neighborhood projects. Residents have been awarded grants that support civic activism, generate new cultural events, organize community members towards a common goal, create welcoming greenspaces, build new opportunities for kids in the neighborhood, improve community safety, and much more.

The Neighborhood Fund's approach to grantmaking is to support the development of neighborhood leadership. We strive to bridge the gap between planning, implementation and longer-term community action. This includes a deliberate connection between the process of building a strong community and the results the community envisions.

**Neighborhood Fund grants are diverse and flexible, but highly competitive.**

**The Neighborhood Fund offers two types of grants:**

**Love Your Block & Community Building**

## LOVE YOUR BLOCK

Neighborhood Fund Love Your Block mini-grants are community-based beautification or improvement projects. Mini-grants are awarded for a three month grant period, and awards range from \$250 to \$1,000. Groups DO NOT need a working history to apply. Groups are defined as three or more individuals. Funding examples include but are not limited to:

- ◆ Creating public spaces: Community gardens, pocket parks, green spaces or playing fields
- ◆ Enhancing parks: Bench seating, garden beds, picnic areas, shrub/flower plantings
- ◆ Providing exterior maintenance: Painting, landscaping, physical improvements, etc. of a low-income resident or veteran's home in order to resolve housing code violations
- ◆ Streetscaping: Planting trees & flowers along curbs/entry-ways, sprucing up neighborhood signs
- ◆ Graffiti and litter removal: Removal of dumped tires, recycling waste, swapping graffiti for murals, etc.
- ◆ Sprucing up of pathways: Mulching, clearing overgrowth on trails, creating safe school "walking" bus routes

*(Overview continued next page)*

## COMMUNITY BUILDING

Neighborhood Fund Community Building grants are neighborhood-based project grants addressing a neighborhood issue or concern. Grants range from \$500 to \$10,000 for established groups and organizations with at least a two year working history. Groups are defined as three or more individuals. Grant periods are six or 12 months. The Neighborhood Fund seeks to support projects similar to but not limited to:

- ◆ Support neighborhood-centered programming and action
  - Examples include: education and workforce opportunities for youth and communities of color, advancement of under-invested communities, neighborhood safety, projects to improve social justice
- ◆ Develop active, engaged and knowledgeable residents
  - Examples include: increased voter education/turnout, asset mapping, advocacy, electoral education, engaging government partners
- ◆ Strengthen community organizing and leadership
  - Examples include: coalition building, diversity and inclusion building events, activism, economic development, door-knocking campaigns
- ◆ Showcase cultural vibrancy
  - Examples include: community artists, diversity, activism, festivals, showcases, citizen media, participatory arts
- ◆ Projects and activities are limited only by the imagination and energy of a neighborhood's residents

## COMMUNITY COACHING

To further support their work, Neighborhood Fund grantees will be paired with a community-building expert to support the group as they pursue their funded work. Community Building grantees will receive customized community coaching such as goal-setting, evaluating neighborhood assets, and organizing the community, as well as technical assistance in managing the project and completing required reports. Love Your Block grantees will receive basic project-based guidance from a community coach.

In the application, Community Building applicants will be asked to identify categories in which they would like to receive coaching (examples include strategic planning, fundraising and coalition building). Before selecting a category, review each category with the group members and determine the categories that best describe the needs of the group at the time of completing the application. All community coaches are highly skilled individuals, each with his or her own unique skill sets. Coaches are compensated based on the number of hours dedicated to their assigned group. Coach compensation is not deducted from grantee awards but is provided in addition to the project funding.

## WINNING APPLICATIONS INCLUDE THE FOLLOWING

- ◆ Demonstrate broad community support and participation, led by at least three active, community members, who are not family members to each other.
- ◆ Provide a reasonable budget and request amount achievable within the grant period (three, six or 12 months)
- ◆ Employ and build on the strengths already existing in the community, such as residents' specific skills, volunteer skills and labor or a neighborhood's public spaces, institutions, businesses, faith organizations, schools or other community partners
- ◆ Submit proposals that address significant community issues and will have clear benefits for the entire neighborhood. More competitive proposals meet the identified priorities listed above.

## ELIGIBILITY REQUIREMENTS

Only applicants that meet the following requirements are eligible to receive a grant from the Neighborhood Fund:

### Leadership and membership:

- ◆ Projects must be planned and led by at least three unrelated residents (including marriages and same household) who are directly affiliated with and reside in the community that the grant intends to serve.
- ◆ Projects must either serve a geographically distinct neighborhood that has defined boundaries and is known by name to a majority of residents **OR** serve a particular community that extends beyond a single neighborhood (e.g. racial or ethnic groups, interfaith, intercultural, LGBTQ groups, members of a disability community, etc.).

### Geography:

- ◆ Projects must be planned in neighborhoods within our 23-county region ([see map](#)).

### Operations:

- ◆ Applicants who are previous Neighborhood Fund grantees must have submitted all required reports and be in good standing.
- ◆ Applicants do not need to have tax exempt status, such as a 501(c)(3).
- ◆ Applicants must have a bank account with at least two signatures and an EIN number. No funding will be allocated to an individual. Click [here](#) to apply for an EIN number.
- ◆ If a 501(c)(3), nonprofit organizations must be in good standing with the Georgia Secretary of State (click [here](#) to verify) and Internal Revenue Service (click [here](#) to verify) regulations.
- ◆ Community Building applicants must have a two year history of actively working together to apply. Love Your Block applicants DO NOT need a working history to apply.
- ◆ Budget requests must not exceed \$10,000 for Community Building grants and \$1,000 for Love Your Block mini-grants.
- ◆ Funds may be requested for food, materials, stipends, honorariums, equipment, space rental, entertainment, etc. Requests for funding for administrative or overhead expenses such as rent, utilities, personnel, etc., will not be considered.

### Who is not eligible to apply for the Neighborhood Fund?

- ◆ Applications and requests by and/or for an individual, public institution or private (for-profit) businesses.
- ◆ Applications and requests that have discriminatory policies and/or practices on the basis of race, color, national origin, age, disability, sex/gender, marital status, familial status, parental status, religion, sexual orientation, genetic information or political beliefs.
- ◆ Applications and requests by and/or for a nonprofit or community-based organization that does not have active resident-led leadership on its board of directors and/or is not directly involved in the request.

## FUNDING OPPORTUNITIES

The Neighborhood Fund will have two grant review cycles in 2018 for both Love Your Block and Community Building:

### CYCLE 1 SCHEDULE

January 8, 2018	Grant application material made available online
January 8, 2018, 6 to 7:30 p.m.	Online orientation
February 2, 2018, at Noon	Grant application deadline
February 28 – March 15, 2018	Site visits
By April 13, 2018	Grantees notified of award
May 15, 2018, 6 to 8 p.m.	Grant orientation

### CYCLE 2 SCHEDULE

June 25, 2018	Grant application material made available online
July 20, 2018, at Noon	Grant application deadline
August 15 – August 30, 2018	Site visits
By November 2, 2018	Grantees notified of award
December 6, 2018, 6 to 8 p.m.	Grant orientation

## HOW TO APPLY

Click below to access the Neighborhood Fund grant application and application instructions:

[Neighborhood Fund Application](#)

[Neighborhood Fund Application Instructions](#)

The application can be submitted at any time prior to the deadline. All information regarding grant guidelines can be found on the website, by emailing [neighborhoodfund@cfgreateratlanta.org](mailto:neighborhoodfund@cfgreateratlanta.org) or by calling 404.688.5525.

We require all applications to be submitted electronically and encourage electronic communications as well. A notification of receipt will be sent to groups within three business days of submission. Email your application to [neighborhoodfund@cfgreateratlanta.org](mailto:neighborhoodfund@cfgreateratlanta.org), using the subject line "Attention: Community Building Grant – [Insert Org Name]" or "Attention: Love Your Block Grant – [Insert Org Name]".

## APPLICATION PROCESS

- ◆ Applicants submit the completed Neighborhood Fund Grant Application to [neighborhoodfund@cfgreateratlanta.org](mailto:neighborhoodfund@cfgreateratlanta.org).
- ◆ The Neighborhood Fund Review Committee and Foundation staff reviews all applications and selects organizations to receive site visits.
- ◆ The Neighborhood Fund Review Committee and Foundation staff members conduct site visits. Site visits generally take place on a weekday or evening and require approximately one hour.
- ◆ The Neighborhood Fund Review Committee makes funding recommendations to the Foundation's Board of Directors and grants are awarded.
- ◆ All grantees are required to attend the grant orientation.

## GRANT ORIENTATION

A requirement for receiving any Neighborhood Fund grant is that at least two representatives of the group meet with their community coach at the grant orientation. At this meeting, grantees will review information regarding the actual grant, required reporting documentation and other information. In addition, grantees will receive the first half of their funding. Failure to comply with this requirement will result in the forfeiture of the grant.

## REPORTING

After receiving a grant, grantees are required to submit reporting documents. Reporting requirements differ depending on the grant:

**Community Building grantees** must complete the following:

- ◆ **Grantee Assessment Plan:** Outlines goals that will be accomplished during the grant period with a modified budget.
- ◆ **Mid-Grant Report:** Outlines the progress to date on the request and current budget information, including **itemized original receipts**. Any group that fails to submit this required report will not receive their second half grant payment and will not be considered for future grants by the Neighborhood Fund.
- ◆ **End of Grant Report:** Outlines the entire grant expenditures with **itemized original receipts** and is due when the entire project is completed. Any group that fails to submit this required report will not be considered for future grants by the Neighborhood Fund until all forms are submitted and approved.

**Love Your Block grantees** must complete the following:

- ◆ **End of Grant Report:** Outlines the entire grant expenditures with **itemized original receipts** and is due when the entire project is completed. Any group that fails to submit this required report will not be considered for future grants by the Neighborhood Fund until all forms are submitted and approved.

## QUESTIONS?

For further information, please contact us at 404.688.5525 or [neighborhoodfund@cfgreateratlanta.org](mailto:neighborhoodfund@cfgreateratlanta.org).