

Neighborhood Matching Grants

GUIDELINES FOR APPLICATIONS DUE **JULY 31, 2018** AND **JANUARY 31, 2019**

WHAT IS THE NEIGHBORHOOD MATCHING GRANTS PROGRAM?

The Neighborhood Matching Grants (NMG) program awards funds to eligible neighborhood-based organizations to help make Durham’s neighborhoods better places to live, work and play. The Durham City Council approved this program as a new initiative beginning in the 2016-2017 Fiscal Year. Each applicant may request **up to \$2,500** in matching funds.

Through Neighborhood Matching Grants, the City will fund projects planned and implemented by residents, which will improve the livability of neighborhoods. Neighborhoods will match City funds through volunteer labor, professional services, material donations, and/or cash.

NMG promotes collaboration between the City and the community. Community building is core to project success: the **process** of bringing people together and building relationships is as important as project **results**.

The program’s purpose is to build neighborhood pride and resident involvement to...

- Leverage resident involvement and resources
- Develop and enhance community and City partnerships
- Empower neighborhoods to solve local problems

**Have questions?
Need help with the online form?**

Please don’t hesitate to contact me:
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APPLICATION PROCESS: HOW DO WE APPLY?

1. **Review the NMG guidelines** to determine if your organization and project are eligible.
2. **Prepare your application.**
 - Use the Word version of the application document to develop your responses.
 - Then copy and paste your information in the [online form](#). Upload attachments.

*Access the Word version of the application and the online form from the NMG website:
https://www.durhamcommunityengagement.org/neighborhood_matching_grant*

3. **Submit the application.** Late or incomplete applications will not be accepted.

Steps	1 st Round of FY19	2 nd Round of FY19
APPLICATION DUE	JULY 31, 2018	JANUARY 31, 2019
Funding Decision	Last week of August 2018	Last week of February 2019
Contracts / Agreement	Last week of September 2018	Last week of March 2019
Neighborhoods Implement Project	October – December 2018	April – June 2019
Grant Reports Due	January 2019	July 2019

ELIGIBLE ORGANIZATIONS: IS MY ORGANIZATION ELIGIBLE?

Applying organizations must...

- Be neighborhood-based, such as the following organizations:
 - Neighborhood associations
 - Homeowners associations
 - Community watch groups
 - Resident groups
- Exist in Durham's city limits

INELIGIBLE ORGANIZATIONS

Individuals, faith communities, nonprofits, schools and businesses and other organizations, which do not fit in the above criteria, are not eligible to apply. The City will not review applications received by such entities.

However, we encourage these entities to support neighborhood-based groups, who are eligible to apply. If you have questions about your group's status, please contact Community Engagement staff.

ELIGIBLE PROJECTS: IS MY PROJECT ELIGIBLE?

NMG seeks to support projects and programs that demonstrate shared benefit with a goal of improving neighborhood quality of life.

All projects must meet the following minimum criteria:

- Be achievable within three months of project agreement
- Occur within Durham’s city limits
- Provide a public benefit
- Be free and open to all members of the community
- Be initiated, planned and implemented by community members
- Demonstrate a minimum 1:1 neighborhood match (*details on page 4*)

Prior NMG recipients are eligible to apply, if the final report for their project is submitted by the application deadline.

PROJECT CATEGORIES AND EXAMPLES

Organizations are encouraged to be creative and many projects may be considered. Here are examples of neighborhood matching grant projects from other communities:

Types of Projects (Physical)	Examples
Physical Improvement (Beautification) <i>Enhance areas in the neighborhood</i>	<ul style="list-style-type: none"> • Bike racks • Landscaping • Neighborhood clean-ups • Neighborhood signs • Picnic areas • Public art • Street furniture/ lights • Tree planting
Neighborhood Pride <i>Strengthen sense of community</i>	<ul style="list-style-type: none"> • Community gardens • Neighborhood-school partnerships • Special events • Block parties
Education and Training <i>Build skills of neighbors</i>	<ul style="list-style-type: none"> • Art programs • Youth programs • HOA training • Leadership training • Energy / sustainability projects
Public Safety <i>Reduce crime</i>	<ul style="list-style-type: none"> • Crime prevention programs • Youth crime prevention

INELIGIBLE PROJECTS / EXPENSES

NMG funds may not be used for...

- Food and beverage costs that exceed \$250
- Operating expenses (e.g. utilities, insurance)
- Efforts that duplicate existing programs
- Projects primarily benefiting an individual, business or organization

NEIGHBORHOOD MATCH REQUIREMENT: HOW DOES THE MATCH WORK?

Grant projects require a dollar-for-dollar neighborhood match for City funds awarded. There are several types of contributions eligible for meeting the match requirements:

Match Type	Details
Volunteer Time	<ul style="list-style-type: none">• Reside in the defined boundaries of the applying neighborhood• Valued at \$24.69 per hour
Professional Services	<ul style="list-style-type: none">• Must be relevant to projects and proportionate to its needs• Valued at fair market rate
Donated Materials	<ul style="list-style-type: none">• Valued at fair market rate
Cash Donations	<ul style="list-style-type: none">• From fundraising events, individuals, other grant funds, etc.

All portions of the match must be documented.

SELECTION PROCESS: HOW WILL WE CHOSE THE RECIPIENTS?

Allow approximately one month from the application deadline for clarifications, project consideration and agreement signing to occur before beginning grant funded projects or volunteer activities.

After the application deadline, here are is our process for selecting grant recipients:

1. **Staff review and comment:** Ensure requirements are met and project is feasible.
2. **Applicant clarification:** Clarify minor questions with applicants.
3. **Staff review and decision:** Score and choose grant recipients.
4. **Award notification:** All applicants are notified of the grant decisions.

SELECTION CRITERIA: HOW WILL WE SCORE THE APPLICATION?

City staff will review and evaluate grant applications according to the following criteria:

Criteria	Details (Maximum points awarded)	Point Value
Project Need	<ul style="list-style-type: none"> • Addresses a need identified by the neighborhood (5 points) • Neighborhoods with <ul style="list-style-type: none"> ○ a median home value below Durham’s median home value (\$209,100)(20 points) - and/or- ○ a median rent below Durham’s median rent (\$1,450/month) (20 points) 	25
Project Planning	<ul style="list-style-type: none"> • Outlines a plan to accomplish project (10 points) • Demonstrates clear and reasonable vision for sustaining the project and resulting improvements (5 points) 	15
Neighborhood Participation and Support	<ul style="list-style-type: none"> • Demonstrates broad-based neighborhood support (10 points) • Includes the active participation of several neighborhood residents in all phases of the project (e.g. planning, implementation) (10 points) 	20
Neighborhood Benefit	<ul style="list-style-type: none"> • Provides a public benefit to the neighborhood, improving the quality of life for residents (10 points) • Details specific outcomes and indicators of project success (10 points) 	20
Community Partnerships	<ul style="list-style-type: none"> • Collaboration of several organizations and/or diverse groups (5 points) • Collaboration with at least one new community partner (5 points) 	10
Budget	<ul style="list-style-type: none"> • Reasonable, accurate projection of expenses revenue (5 points) • Proposed match is documented (5 points) 	10

Maximum number of points = 100

First-time applicants will be prioritized over past NMG grant neighborhoods.