



Amp Up the Good Neighborhood Grant Program

Amplify GR (AGR) is committed to pursuing opportunities to **CONNECT** residents and local organizations, **CREATE** new opportunities, and **AMPLIFY** the existing work of residents. That's why, we are launching the Neighborhood Grant program -- to help you Amp Up the Good in Your Neighborhood! These grants will support collaborative, neighborhood-based projects that align with the AGR focus areas of employment, entrepreneurship, housing, education and community well-being while honoring neighborhood culture, traditions and values.

Each project can receive between \$500 and \$1,000. Applicants are also encouraged to apply for the City of Grand Rapids Neighborhood Match Fund if your idea requires additional funding support.

If you are a neighbor or organization living or serving the neighborhoods in and around Boston Square and Cottage Grove, your work is critical to the ongoing vibrancy of the community.

Amplify GR Mission, Values & Pillars

In partnership with residents, neighbors, businesses, and community organizations, AGR seeks to widen pathways so that all residents have a greater opportunity to participate in and benefit from community growth.

Working in the areas of employment, housing, education and community well-being, AGR seeks to foster an environment where all neighbors can realize their potential.

A note from your neighbors at Amplify GR (AGR)

At AGR, we pride ourselves in being a **CONNECTOR** for the neighbors we serve. We are seeking to connect people and resources in a way that creates more opportunity to improve quality of life for all people in this community.

Your neighborhood is full of creative people with wonderful ideas. The Amp the Good grant program invests in neighbors' next event, class, or innovation. AGR is grateful for the opportunity to work alongside you!

Amp the Good provides funding that can be used to honor and uplift the vision and priorities you have for your community.

We appreciate **YOU** for engaging in this program and we invite you to "BE THE CHANGE"!

Sincerely,
The Amplify GR Team

Jobs & Entrepreneurship	//	Housing	//	Education	//	Community Well-being
Widening pathways to increase generational wealth through local business ownership and creation.		Thriving neighborhoods require safe and affordable housing options regardless of income.		Helping more residents achieve and thrive, an educated community makes a stronger community.		By supporting resident priorities, together we can create a stronger community.

Please read all pages of the guidelines before beginning the application form.

Please read all pages of the guidelines before beginning the application form.

What should I Know?

Grants of \$500 to \$1,000 will be awarded based on budgets and available funds. Grants are provided until funds are exhausted.

Notice of awards will be given within 30 days of submission.

A resident advisory team in conjunction with Amplify GR staff, will review applications and oversee the grantmaking process.

Who Can Apply?

Individual community members and small nonprofits are eligible*.

Examples of eligible groups include:

- Informal resident groups (e.g. block clubs)
- Neighborhood Associations
- Non-profit organizations with a budget of \$100,000 or less

*****IMPORTANT NOTE:** A fiduciary is required.

What is a Fiduciary?

A fiduciary is a nonprofit organization that acts as the financial managing organization for your project. The fiduciary should oversee bookkeeping and financial tax reporting.

AGR grants will be written to the fiduciary, who then tracks the grant with their annual gifts.

If you are applying as an incorporated nonprofit, generally, no additional fiduciary is required.

If the fiduciary is a church with a 501(c)(3) status, please have them complete the included form titled "Pre-Grant Assessment of Churches without 501(c)(3) Public Charity Status".

Please read all pages of the guidelines before beginning the application form.

How can the grant be used?

To create, plan, organize and implement a proposal for community enhancement projects.

Examples of Eligible Project Ideas	Examples of Non-Eligible Projects / Expenses
Resume Camp	Operating expenses not related to the project
Neighborhood small business directory	Capital or property purchases
Little Libraries	Fulfillment of past personal or business related financial commitments or expenditures
Block Parties / Community celebrations	Staff salary / wage expenses
GED Prep	Political lobbying efforts
After school tutoring	Fundraising
Spring Clean Up	Alcohol purchases or distribution
Community Mural	Events and programs that charge admission

What kind of projects qualify?

To be considered, projects must involve residents in the neighborhoods AGR serves (see map) in the following ways:

1. be led by and/or involve neighborhood residents / neighbors
2. provide a benefit to and directly involve residents / neighbors
3. include residents / neighbors in the planning and implementation

Projects must support a collaborative community environment and align with at least one of the AGR focus areas (see page 1).

*****Special consideration will be given to projects that have a lasting and long-term impact on your neighborhood.**

Projects **MUST** abide by Grand Rapids city ordinances and policies.

Awards are **NOT** made to:

Government agencies
Political groups
Universities

Hospitals
Newspapers
Non-local organizations



Please read all pages of the guidelines before beginning the application form.

Grant Application Process

Applications are reviewed by a resident advisory team made up of neighbors. Funding decisions will be made within 30 days of submission. Applicants will be notified in writing about approved and denied funding decisions.

All pages must be completed and submitted to be considered.

Occasionally the review team may have questions about a proposed project or require documentation of critical components of the project. This could delay the grant decision process. Applicants should allow enough time for this review process to ensure their project begins as scheduled. Please be advised that the entire process could take up to 60 days to complete.

Requirements for Funded Projects

Each applicant can submit one project at a time. If funded, the applicant must complete the project and submit a final report before being eligible to apply again.

A final report must include the following:

- Documentation of alignment with AGR mission, values and focus areas as stated in this application
- Event Photos
- Storyteller video (3-5 Minutes)
- Documented feedback from participants

A consent letter from a fiduciary, including:

- Organization name
- Contact name
- Contact email
- Contact phone number
- Contact mailing address
- Project budget
- Project name and description
- Tax ID Number (TIN)
- Employer ID Number (EIN)

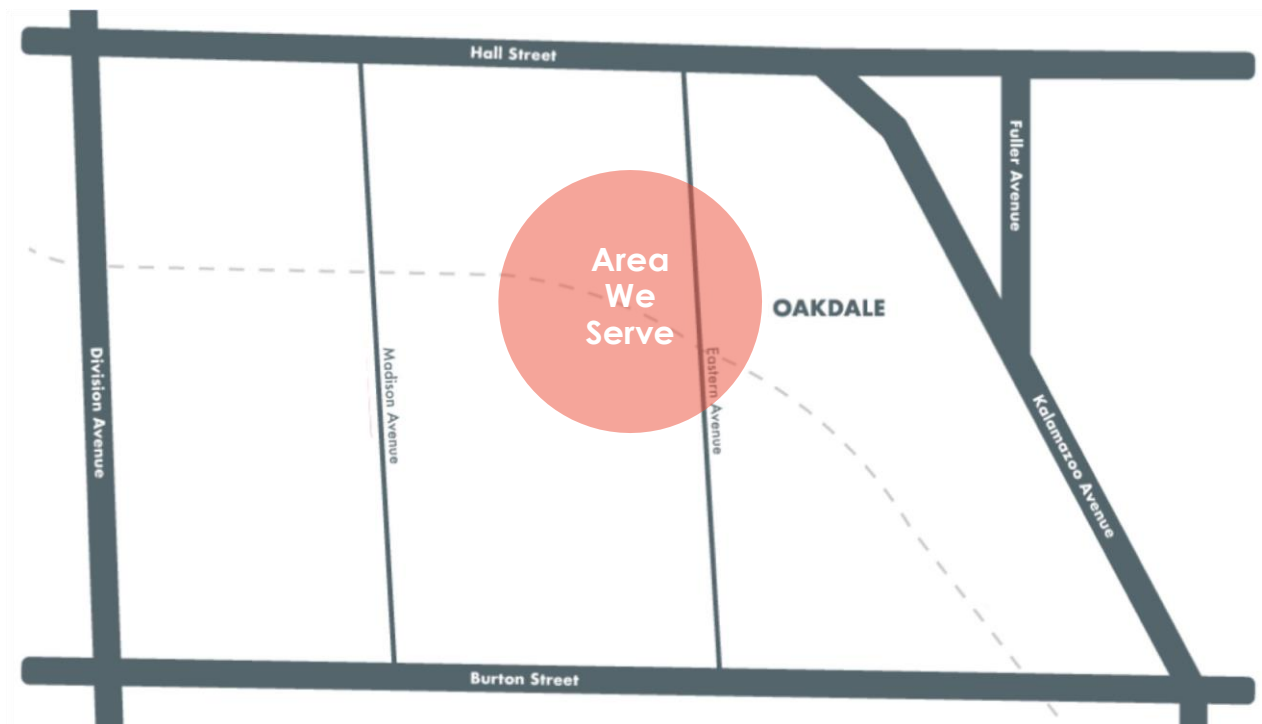
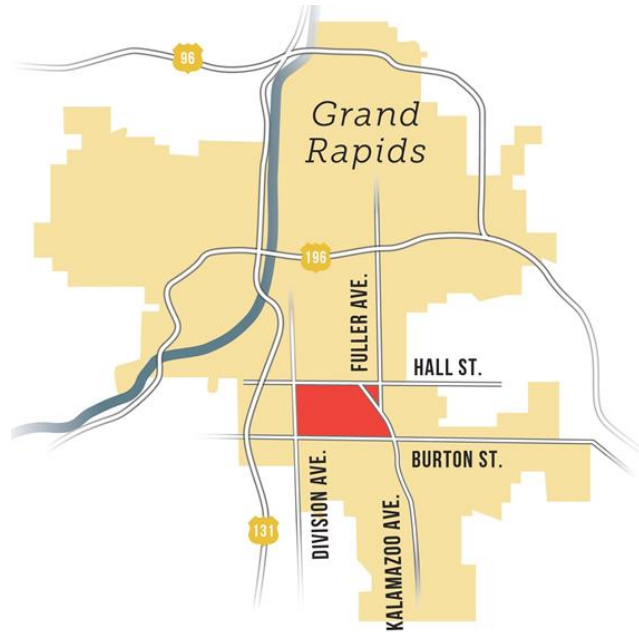
**All projects must be completed by
December 31st, 2020**

Please read all pages of the guidelines before beginning the application form.

Selection Criteria

Each project will be evaluated on how well it supports Amplify GR's mission and focus areas by addressing a specific need or concern. The Amplify GR Mission, Values & Pillars are listed on Page 1 of this application.

All projects must take place within the boundaries shown on the maps below.





Neighborhood Grant Program Selection Criteria

CRITERIA	POINTS	EXPLANATION
Supports AGR's mission and Focus Areas	5	The activities in the project are designed to address one or more of the AGR focus areas included in this application. Proposed activities are an innovative response to a recognized problem.
Community Partnerships	5	Working in partnership with a local 501(c)(3) or church to serve as fiduciary. Letter of consent or pre grant assessment form submitted.
Community Involvement	5	A minimum of 3 residents involved in carrying out the project.
Benefit to the Neighborhood	5	Project provides a public benefit to the neighborhood and directly involves the neighborhood residents in all phases. Project takes place within the specified boundaries of the neighborhood.
Project Planning	5	Project plans should be cost effective and ready for implementation; shows a clear and reasonable vision for results and sustainability.
Budget	5	Budget is a reasonable projection of expenses and revenue. Expenses are itemized, specific and necessary for project implementation. The activities and expenditures fall within the guidelines of what is eligible for funding.
	30	TOTAL POSSIBLE POINTS



Amp Up the Good Grant Program 2020 Application

How to Submit Your Application

Application Check List

There are three ways to submit completed applications:

- Email Latesha@amplifygr.org
- Mail to Amplify GR ATTN: Latesha Lipscomb
1480 Kalamazoo Ave SE, Grand Rapids, MI 49507
- Drop off to Amplify GR office at the above address

A complete application consists of the following:

- Step 1** Completed application form
- Step 2** Completed answers to questions A-F
- Step 3** Completed Workplan
- Step 4** Budget
- Step 5** Letter from Fiduciary (see pages 2 &4)
- Step 6** Pre-Grant Assessment form if your fiduciary is a church without a 501c3 status

Notification within 30 days of application submission. Applicants are notified of award decisions and specific conditions, if any, that need to be met before a contract is executed.

Contracting within 60 days of application submission. An Agreement for Services, a contract between the participant and AGR is finalized and signed, authorizing the project to begin. AGR has no responsibility to fund the organization for any expense incurred before a signed Agreement is in place.

Payment should be received with 30 days of signed contract.

Note: Awards may be rescinded for projects not ready for contracting within 30 business days of award notification.



STEP 1

For internal use only

**2020
Neighborhood
Grant Application**
“Amp Up the Good”!

Project #	
Date Received	
Funded	

Project Identification Information

Project Name		
Project Date(s)		
Project Location(s) <i>Include building names, addresses, neighborhood descriptors, etc.</i>		
Does the Project take place within the boundaries? <i>Circle the correct answer after reviewing page 5.</i>	YES	NO
Total Grant Request \$ _____	Total Project Cost \$ _____	
Expected Number of Participants _____		
List aligned focus area		

Applicant Contact Information

Name	Email
Mailing Address	
Day/Work Phone	Evening/Home Phone
Applicant Signature	Date

A. Describe your project idea. (No longer than 1pages)

Please describe what will happen when, where and how many times over an identified time span. See the attached workplan. Include resources that will be needed, if any, and how you will obtain them. Describe any final products, specific events, or milestones that are part of the project

Please use no more than 2 pages to complete questions B - F

B. Who will get involved?**C. Do you have any previous experience working on a similar project? Please describe your experience.****D. What are the goals for this specific project?****E. How will you know you reached your specific project goals?****F. How does your project align with one or more of the areas of focus?****PLEASE NOTE:**

Information requested on this page should be typed separately.

Answers to the questions above should not exceed five pages.

- List in chronological order specific steps you will take to carry out this project.
- Identify who will be responsible for carrying out each step or activity.
- Estimate the month and year the step will be completed.
- Projects must be completed by December 31st, 2020
- Use this form or include your own document.

A. Step/Activity	B. Responsible Person/Group	C. Date Done

STEP 4

Provide Project Budget

Attach a separate spreadsheet or table detailing your expected expenses.

STEP 5

Fiduciary Requirements

Include a consent letter from your fiduciary. The letter should include:

- Organization name
- Contact name
- Contact email
- Contact phone number
- Contact mailing address
- Project budget
- Project name and description
- Tax ID Number (TIN)
- Employer ID Number (EIN)

STEP 6

If your fiduciary is a church without a 501c3 status, they must also complete the form titled “Pre-Grant Assessment of Churches without 501c3 Public Charity Status” featured on page 12.



Review

Review the entire application to make sure it is complete. Check to make sure all your attachments are included in your submission.

Thank you for applying!

Pre-Grant Assessment of Churches without 501(c)3 Public Charity Status

Church Name:
Church Location:
Pastor's Name:
Pastor or Church Phone #:
Federal Tax ID #:

Is the church covered by a group exemption ruling? If yes, please list the group and their Tax ID #: _____

Does the church have proof of legal existence which could include State Tax Corporate ID number, Articles of Incorporation or Bylaws? If so, please attach copies.

Please Circle

Does the church have a building or regular place of worship?

Yes No Unsure

Does the church have regular and/or scheduled worship services?

Yes No Unsure

Does the church have a board or governance structure?

Yes No Unsure

Does the church have a membership with an association other than another church or denomination?

Yes No Unsure

Does the church have regular attendees/congregation?

Yes No Unsure

Does the church provide Sunday School or similar type programming?

Yes No Unsure

Does the church have pastor(s) ordained by others outside of the church?

Yes No Unsure

Does the church have a written doctrinal statement or position?

Yes No Unsure

For Internal Use Only
Pre Grant-Assessment Continued

Is this organization listed on Guide Star or Charity Check?	
Yes	No
Is the grant approved?	
Yes	No

Approved by: _____

Date: _____

Checked by: _____

Date: _____