



# Building Stronger Neighborhoods 2010 Grant Guidelines



*The Building Stronger Neighborhoods program, through neighborhood development and grantmaking, supports Greensboro neighborhoods as they mobilize assets to enhance community quality of life. BSN is supported by the Building Stronger Neighborhoods Coalition: Joseph M. Bryan Foundation, Cemala Foundation, Community Foundation of Greater Greensboro, Greensboro Neighborhood Congress, Greensboro Public Library, Moses Cone-Wesley Long Community Health Foundation, and Weaver Foundation.*

## Who is eligible?

- A neighborhood group recognized as a representative organization of the neighborhood and with broad resident support within the neighborhood;
- A neighborhood group working in conjunction with an established nonprofit organization(s); and
- Generally, a group with limited financial resources.

## What types of projects are eligible?

- **Leadership development** projects to empower residents to make changes in their neighborhoods, and to assist in building infrastructure of neighborhood groups, including project management; facilitation training programs; leadership development training; financial planning and fundraising workshops; talent and personal development workshops.
- **Community-building activities within and between neighborhoods** that strengthen or expand personal connectivity by involving a broad representation of residents: i.e., Inter-neighborhood impact workshops; neighborhood organization development; neighborhood sharing workshops (project success stories; fundraising tips, crime prevention techniques, etc); inter-neighborhood summits.
- **Technical Competency projects** such as general computer literacy; website; database; newsletter design; media communications training; and training on use of free and low cost technology; partnerships with schools and colleges in assessing educational needs of neighborhoods.
- **Wellness, health, and green, projects** such community gardens; sustainability education programs; green education and programs; soft walking trails; health fairs; walking or exercise programs; programs to improve community access to care; as well as informational programs on nutrition and other targeted health issues; and health education and wellness programs.
- **Increase walkability of neighborhoods** through participation in Greenway projects, walking clubs, trails improvements and safety initiatives.
- **Youth, children and family** projects including athletic, cultural, community service, tutoring and mentoring programs.

### **What types of awards are available?**

Grants range from \$300 – \$3,000. Generally, neighborhood groups can receive up to two grants in a one-year period. However, the total amount awarded to a single group may not exceed \$5,000 within a 12-month period. Please note that submitting an application is not a guarantee of funding.

### **Where do I get an application?**

The *Building Stronger Neighborhoods (BSN) Guidelines and Application* are available on the websites of the Greensboro Neighborhood Congress [www.gnc-nc.org](http://www.gnc-nc.org), the Community Foundation (CFGG) [www.cfgg.org](http://www.cfgg.org), and the Greensboro Neighborhood Information Center [www.greensboro-nc.gov/neighborhoods](http://www.greensboro-nc.gov/neighborhoods), and by email from the BSN Liaison at [bdnewt@yahoo.com](mailto:bdnewt@yahoo.com). It is also available by mail from the BSN Liaison (202-4309) or CFGG (379-9100), and at the CFGG office at 330 S Greene St. and at the Glenwood Public Library at 1901 W. Florida St.

### **How does the grant process work?**

Neighborhood groups interested in applying should have a representative attend one of the Grantseeker Workshops held at the Glenwood Public Library prior to each application due date. Attendance at one of these workshops is not required, but it is strongly recommended. The group should then fill out the application form and submit it to the address listed by 5:00 p.m. on the due date. (See the next page for workshop and application due dates.)

Once a grant is awarded, a partnership begins between BSN and the neighborhood group. Before a check is issued, grantees must sign the Grant Agreement Form that outlines expectations including: approved use of grant funds; reporting requirements (results of the project and accounting of funds used); and publicity guidelines. Copies of these items are available from the BSN Liaison at [bdnewt@yahoo.com](mailto:bdnewt@yahoo.com) or 202-4309.

Grantees are also required to complete a Grant Report Form at the end of the project for which they received funding. This form is due as soon as all grant funds have been expended but no later than 12 months after the grant is awarded. Subsequent proposals cannot be considered unless appropriate reporting forms have been completed for previously funded projects. Please contact the BSN Liaison to determine your eligibility status for funding before completing another application form. In special circumstances, grantees may request an extension of the deadline for using grants funds or a modification of how these funds are used. Contact the BSN Liaison for a copy of the appropriate form.

### **Are there any restrictions on how grant funds may be used?**

Grant funds may not be used to pay salaries for functions that have normally been or are done by volunteers. Grant funds are not intended to support operating budgets of nonprofit agencies working in neighborhoods; however, neighborhood groups may use these funds to contract services from these organizations as well as other professional consultants.

### **What kind of help is available for grants?**

Please direct questions on BSN grants to Donna Newton, BSN Liaison at [bdnewt@yahoo.com](mailto:bdnewt@yahoo.com) or at 202-4309.

Workshops on the BSN grant application are held approximately two weeks before each application deadline. The workshops are free, but pre-registration is requested. To register, contact Donna Newton at [bdnewt@yahoo.com](mailto:bdnewt@yahoo.com) or 202-4309.

**How do I contact the BSN grant administrative office?**

The administrative office for the Building Stronger Neighborhoods grant program is located at the Community Foundation of Greater Greensboro:

Donna Newton, BSN Liaison  
330 South Greene Street, Suite 100 (“Foundation Place”)  
Greensboro, NC 27401  
202-4309  
bdnewt@yahoo.com

**What is the schedule for BSN grants?**

Below is the 2009 schedule for BSN. Workshop Date is the date that a workshop on applying for a BSN grant will be held; Due Date is the date the application is due; Notification Date is the date applicants will be notified whether or not a grant has been awarded (Notification Date is not the date the grant funds are actually received).

<b><u>Cycle</u></b>	<b><u>Due Date</u></b> <i>Must be received at the Community Foundation</i>	<b><u>Workshop Date</u></b> <i>Workshops are held at Glenwood Library Pre-registration is mandatory.</i>	<b><u>Notification Date</u></b>
A	February 26, 2010	February 10, 2010	April 9, 2010
B	May 31, 2010	May 12, 2010	July 9, 2010
C	September 30, 2010	September 8, 2010	November 12, 2010



# Building Stronger Neighborhoods 2010 Grant Application



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## DIRECTIONS

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1. Complete the following four-section (A-D) application. You may also request this document in electronic format by e-mailing [bdnewt@yahoo.com](mailto:bdnewt@yahoo.com) or you may access it on the Greensboro Neighborhood Congress website at [www.gnc-nc.org](http://www.gnc-nc.org), on the Greensboro Neighborhood Information website at [www.greensboro-nc.gov/neighborhoods](http://www.greensboro-nc.gov/neighborhoods), or on the Community Foundation of Greater Greensboro website at [www.cfgg.org](http://www.cfgg.org).
2. Remember to attach a neighborhood map, as requested in #2 of Neighborhood Information section.
3. Mail the completed application to the Building Stronger Neighborhoods administrative office:  
Building Stronger Neighborhoods  
c/o Community Foundation of Greater Greensboro  
330 S. Greene St., Suite 100  
Greensboro, NC 27401;  
or you may hand-deliver to the Community Foundation office at 330 South Greene Street in downtown Greensboro.
4. Applications must be **received** by 5:00 p.m. on the deadline date listed in the *BSN Grant Guidelines*. Do not fax or e-mail this document or any supplementary information.
5. If you have any questions about your application, please contact Donna Newton at 202.4309 or [bdnewt@yahoo.com](mailto:bdnewt@yahoo.com)
6. Please note that if your neighborhood group should receive a BSN grant, your group's neighborhood contact information will be added to the Greensboro Neighborhood Information Center mailing list.

## A. NEIGHBORHOOD INFORMATION

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1. Contact Information:

Neighborhood Group \_\_\_\_\_ Greensboro Neighborhood  
Congress \_\_\_\_\_

Group Leader/Contact Person  
\_\_\_\_\_

Mailing Address  
\_\_\_\_\_

Phone \_\_\_\_\_ Fax number (if available) \_\_\_\_\_

E-mail address (if available) \_\_\_\_\_

2. **Attach** a neighborhood map: on a separate page, please draw a very simple map of your neighborhood, or you may use a city map, enlarging and photocopying the relevant streets. Identify the major cross streets that outline the neighborhood, known landmarks such as parks, restaurants, businesses, or any other sites that surround your neighborhood. N/A
3. Approximately how many households are in your neighborhood? How many households are active in your neighborhood group? The Greensboro Neighborhood Congress has 43 neighborhood Organization members, with more than 16,000 households
4. Briefly describe the age, ethnicity, and other demographic information for your neighborhood. The membership includes a broad range of socio-economic and age groups throughout the City of Greensboro.
5. How long has your neighborhood group been active? \_\_\_\_\_ years \_\_\_\_\_ months
6. Describe the leadership in your neighborhood. Does the group have officers?  Yes  No  
If yes, please list each person, the office they hold, and for how long:

7. When and how often do you have meetings (include days and times)? What is the average attendance at these meetings? What issues are generally discussed at your meetings?
8. Please describe what makes your neighborhood special or tell something about the neighborhood for which the residents are particularly proud.
9. What are some of the opportunities and challenges within your neighborhood?
10. Although IRS 501(c)(3) status is *not* required for a BSN grant, please tell us for our records whether your group is registered with the IRS as a 501(c)(3) organization?  Yes  No
11. Is your neighborhood a member of the Greensboro Neighborhood Congress?  Yes  No  
If not, would you like to receive information on this group?  Yes  No
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4. Describe how the group will engage other residents in the project activities.

### C. FINANCIAL INFORMATION

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1. Total Amount Requested: \$\_\_\_\_\_

2. Does the group currently have a bank account?  Yes  No

If so, who manages the account? Who can authorize spending?

If not, will you need help establishing a bank account?

3. What is the total annual budget for your group? \$ \_\_\_\_\_

4. Has the group received funding from other sources in the past?  Yes  No

If yes, please list the source, the date received, and the amount received:

5. If this grant is awarded, explain how the group plans to communicate with the neighborhood group about expenditures for the project.

6. Please provide a budget for your project:



## D. REQUIRED SIGNATURES

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We certify that the attached proposal has been discussed and approved by the decision-making body of the applying group and that all information contained in this application is accurate. Should we receive funding, we agree to comply with all reporting and monitoring requirements of Community Foundation of Greater Greensboro on behalf of Building Stronger Neighborhoods.

### Neighborhood Group Representatives:

Signature	Date
Printed Name	Title
Address	Phone
	Email
Signature	Date
Printed Name	Title
Address	Phone
	Email

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