



## **Takoma Park City Council Meeting – June 1, 2016 Agenda Item 3**

### **Work Session**

Discussion of Proposed Revisions to Community Grants Program

### **Recommended Council Action**

None – Discussion only

### **Context with Key Issues**

During recent budget discussions, the Council expressed an interest in modifying the current community grants program to allow for more of a focus on community partnerships. In response, staff has proposed the restructuring of existing programming to allow for greater access to available resources and the allocation of funding for programming that directly impacts identified community needs. A summary of the specific recommendations that have been developed is attached.

### **Council Priority**

Livable Community for All, Environmentally Sustainable Community, Advance Economic Development Efforts

### **Environmental Impact of Action**

N/A

### **Fiscal Impact of Action**

None - Proposed funding levels are included in the FY17 Adopted Budget.

### **Attachments and Links**

- SUMMARY: Restructuring of Current Grants Programs
- Comparison of Proposed FY17 Community Programs
- Summary Council Survey (May 2016)

## **SUMMARY: Restructuring of Current Grants Programs**

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### **Community Development Block Grant**

Estimated Budget: \$91,000

Shift focus of the existing program to capital projects located within designated Low and Moderate Income neighborhoods, eliminating past practice of distributing funds between capital and public service projects. Proposal will allow for the allocation of needed resources for typically more expensive capital projects. Public service projects would continue to be eligible to apply for city-funded programs, increasing their access to funds and greatly reducing the need to provide the extensive documentation required under the CDBG program.

### **Community Grants Program**

Proposed Budget: \$60,000

Modify current program to narrow its focus on the funding of smaller, shorter term projects or programs designed to enhance the quality of life of community residents. Capital projects would be considered for funding under the CDBG program. Requests for ongoing operational and programming support would be considered under the proposed Community Partnerships Program.

### **Community Partnerships Program**

Proposed Budget: \$160,000\*

Designed to provide ongoing support for specific programming that enhances the City's current offerings while advancing the Council's priorities, the Community Partnership Program would allow for the more directed allocation of funds. As envisioned, a scope of services with specific work product would be developed by staff. A Request for Proposals would be issued and proposals solicited. A contract for services would be executed with the selected organization.

\*Includes, in addition to \$100,000 in unallocated funds for proposed Community Partnerships, approved FY17 funding for Lunch and Learn Program (\$25,000) and MANUP (\$35,000).

**COMPARISON OF PROPOSED FY17 COMMUNITY PROGRAMS**

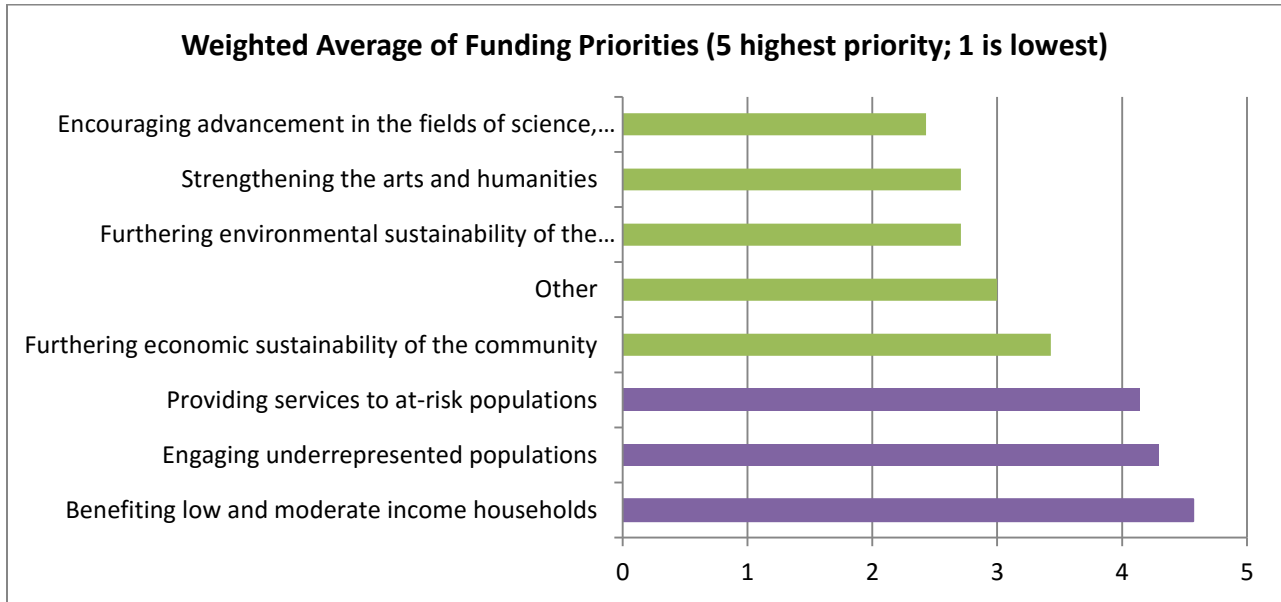
<b>Program</b>	<b>Community Development Block Grant (Revised)</b>	<b>Quality of Life Grants (Revised)</b>	<b>Community Partners Program (New)</b>	<b>Mini Grants Program (Existing)</b>
Purpose	To provide funding for capital projects in designated low and moderate income census tracts. (NOTE: Under this scenario, public service projects, historically funded with CDBG monies would be referred to Quality of Life Grants and/or Community Partners Program.)	To provide financial support for specific programs, projects and events that improve residents quality of life through the advancement of arts and sciences.	To provide services that augment but do not duplicate existing City programming, advance Council priorities, and provide residents with support and resources needed to meet fundamental human needs	To promote a socially, environmentally, economically and culturally healthy Takoma Park community.
Council Priority	Advance Economic Development Efforts Environmental Sustainable Community Livable Community for All	Livable Community for All	Advance Economic Development Efforts Environmental Sustainable Community Livable Community for All	Advance Economic Development Efforts Environmental Sustainable Community Livable Community for All
Eligible Projects	Capital projects including purchase and installation of equipment. Examples include: Flower Avenue Green Street, Commercial Façade Easements, Community Kitchens, ADA Improvements, etc.	Arts and Humanities projects and events, Science, Technology Engineering and Math (STEM) programs and events, innovative economic development projects. Examples include: Science and/or Math Clubs, Robotics Clubs, Computer Programming Classes, Concert and Film Series, Public Art, Maker Spaces, Technology-based Internship and/or Apprenticeship Programs, etc.	Ongoing programs which supplement existing city services and programs, advance Council priorities, provide basic human needs and services, engage families and youth. Examples include: Food Pantry / Food Distribution, Mentoring Programs, Afterschool or Summer Enrichment Programs, Community Organizing, Environmental Sustainability Initiatives, Classes for Disadvantaged Populations, Support Services for Seniors, Job Ready Training, etc.	Projects that encourage and involve resident participation in community life, build connections between people, empower small groups in dealing with immediate community concerns, provide opportunities to community residents that would not be possible otherwise, meet the needs of low and moderate income residents, and support youth programing initiatives.
Award Process	Competitive grant process with applications reviewed by the Grants Review Committee and recommendations endorsed by the City Council. Final awards approved by Montgomery County Council.	Competitive grants process with applications reviewed by the Grants Review Committee. Final awards approved by the City Council.	Competitive Request for Proposals process with solicitations issued with specific scopes of services and deliverables developed by staff to address programming needs. Proposals reviewed by staff with recommendations forwarded to Council for final review and award of contract.	Competitive grants process administered by the Takoma Foundation with final awards approved by the Board and reported out to the City Council on an annual basis
Funding Structure	Competitive Application - Grant Agreement	Competitive Application - Grant Agreement	Competitive Procurement - Contract for Services	Competitive Application - Grant Agreement
Recommended Funding Level	100% of Annual CDBG Allocation - Estimated at \$91,000	Total FY17 Budget - \$60,000	Total FY17 Budget - \$160,000 Unallocated Funds for Contracts - \$100,000 MANUP FY17 set aside - \$35,000 Lunch and Learn FY17 set aside - \$25,000	Total FY17 Budget: \$20,000 Unallocated Funds for Grants: \$15,000 Administrative Fee: \$5,000
Recommended Awards	Minimum \$10,000 award	Minimum \$5,000 - Maximum \$10,000	N/A - Competitive procedure	Typically \$250 to \$2,000
Match Requirements	None	\$1: \$1 - may include in-kind donations and volunteer time	N/A - Contract for defined services	N/A
Award Restrictions	One grant per funding cycle	One grant per funding cycle	N/A	N/A
Term of Award	12 month award	12 month award	Maximum 36 month contract - renewal options	12 month award
Targeted Beneficiaries	Low and moderate income neighborhoods	Low and moderate income individuals and households	Low and moderate income individuals and households	Takoma Park and surrounding neighborhoods.
Residency Requirements	100% Takoma Park Residents	75% Takoma Park Residents	75% Takoma Park Residents	N/A
Eligible Applicants	501(3) organizations recognized by the IRS City of Takoma Park	501(3) organizations recognized by the IRS Business Associations	501(3) organizations recognized by the IRS Entities in Good Standing with the State of MD Sole Proprietors	501(3) organizations recognized by the IRS Civic and Tenant Associations Schools and Parent Teacher Associations



# FY17 Community Grants Program: Summary Council Survey

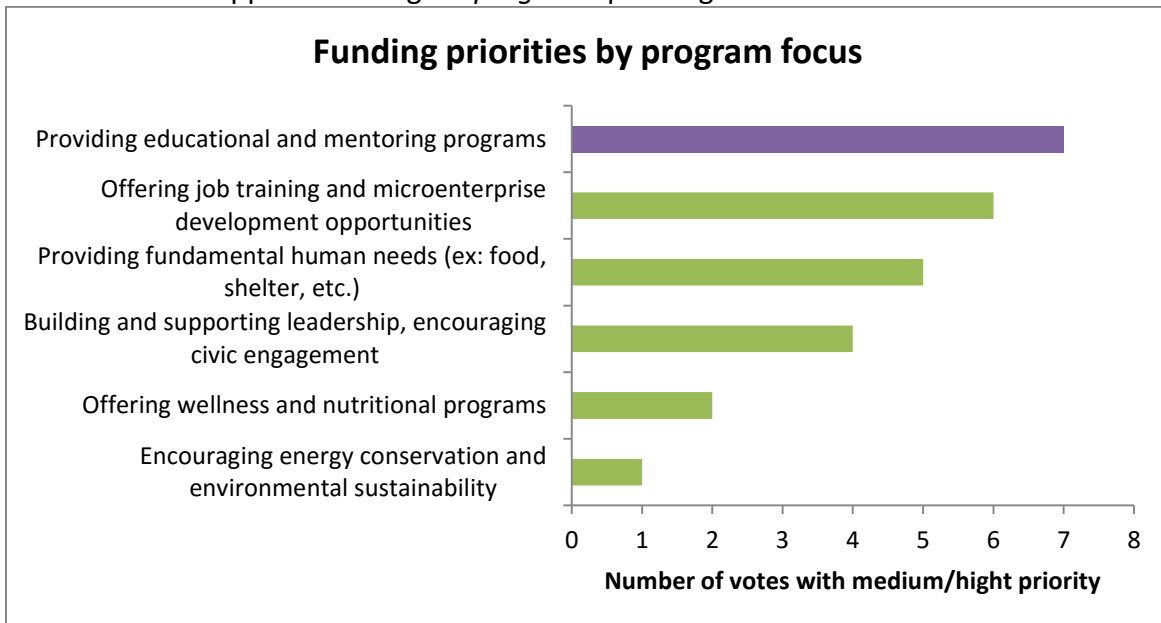
I. **Funding Priorities:** Council's top three funding priorities are programs which

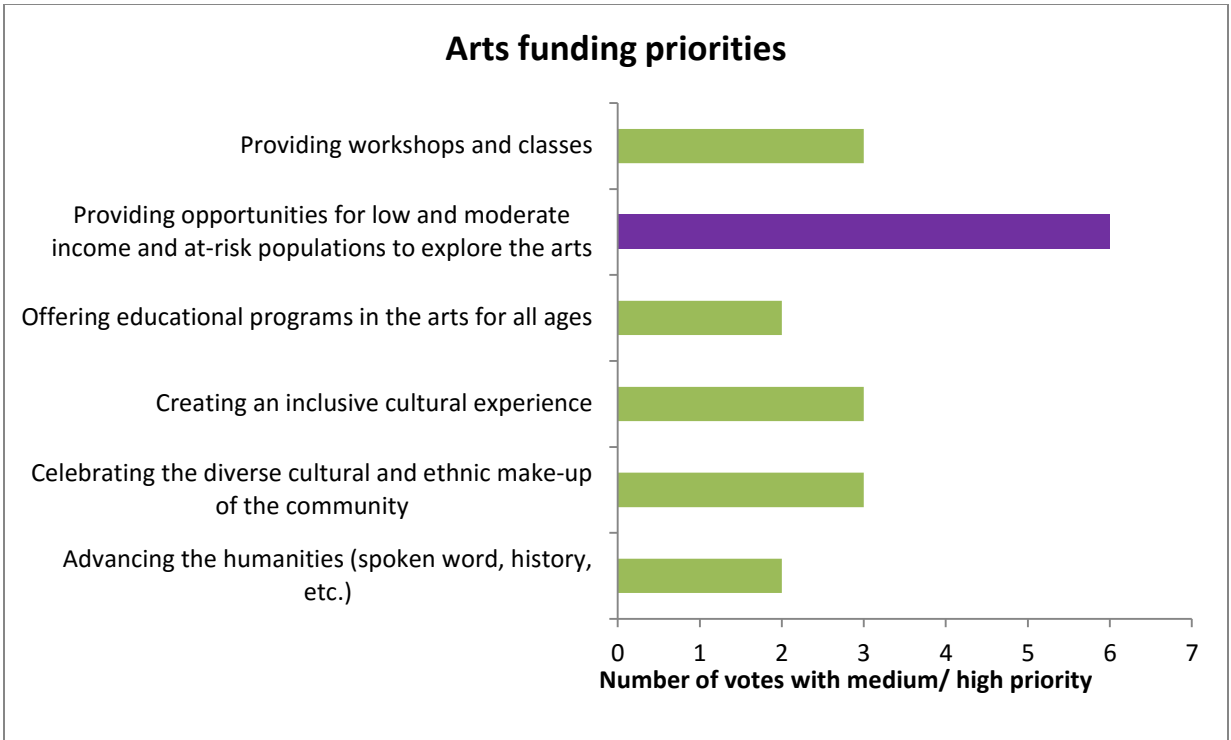
- 1) Benefit low and moderate income households;
- 2) Provide services to at risk populations; and
- 3) Engage underrepresented populations.



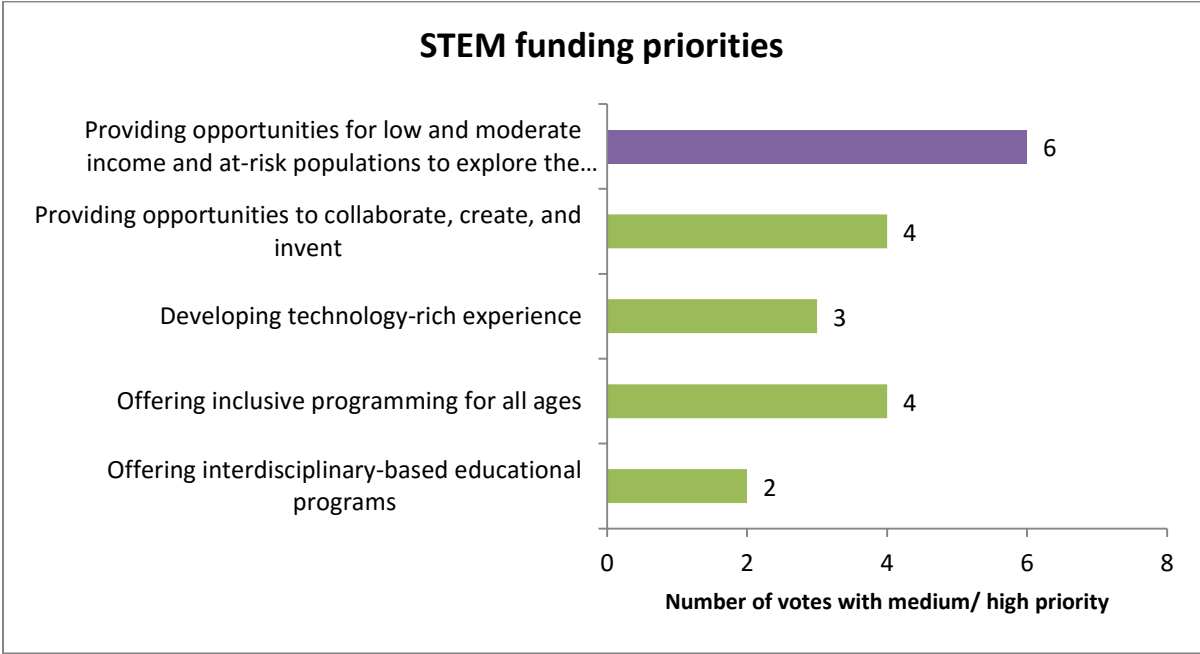
Council most strongly supports education and mentoring programs as well as job training and microenterprise development opportunities.

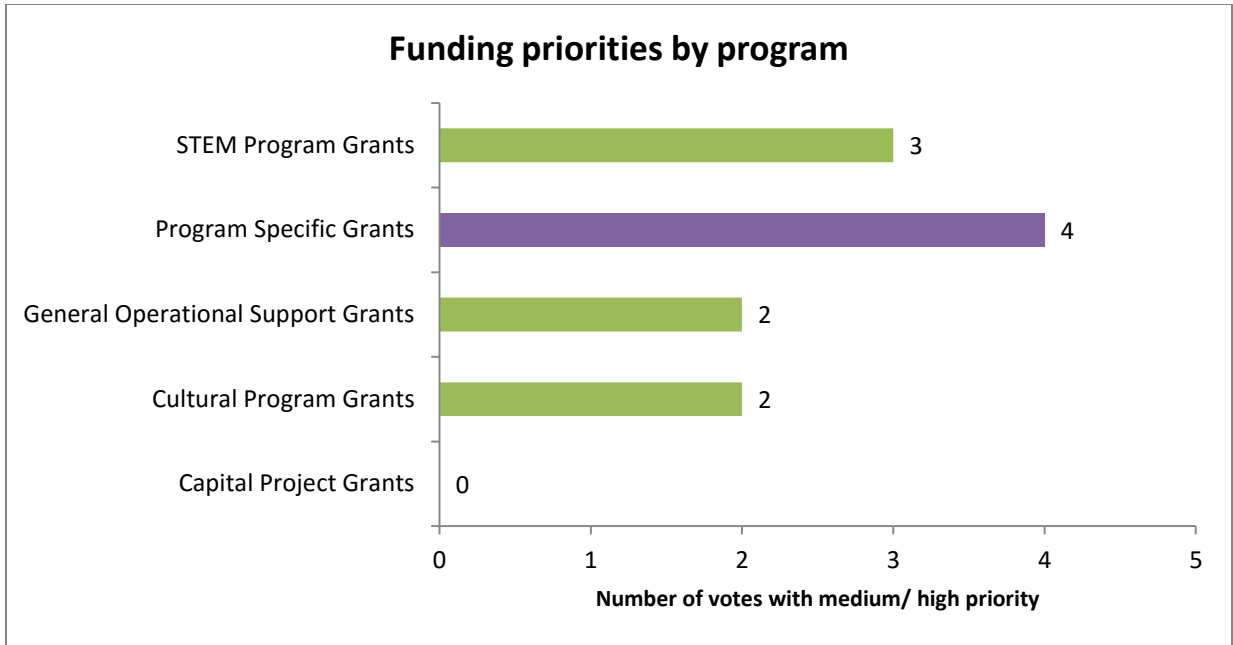
Council also most supports funding for *program* specific grants.





Providing opportunities for low and moderate income and at-risk populations to explore the arts and sciences is Council’s number one priority for arts and science funding. No other funding option came close.



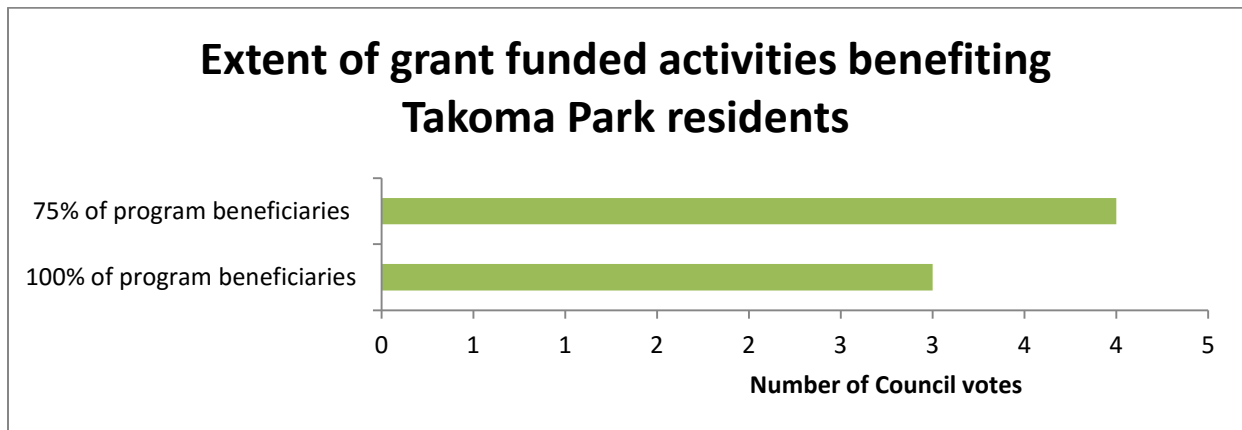


**II. Funding eligibility:** Council expressed a preference for funding the following types of organizations (listed in rank order):

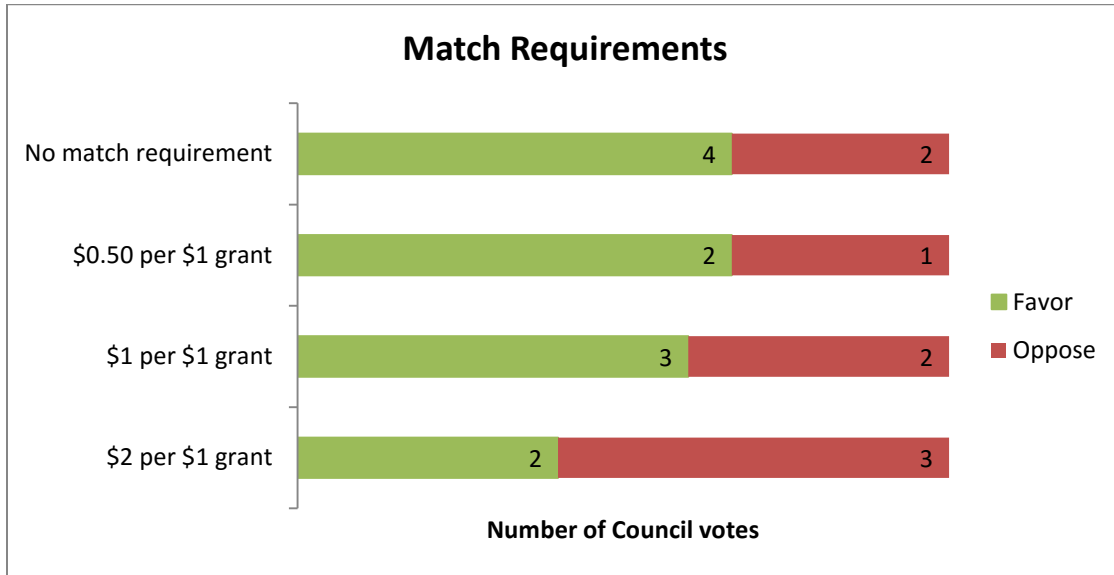
- Non-profit organizations / Grassroots community groups (e.g. Scouts)
- Neighborhood organizations
- Parent-teacher associations
- Business associations

The Council is fairly evenly split over whether faith-based organizations and for profit entities should be eligible for funding. The Council did not express support for funding individuals.

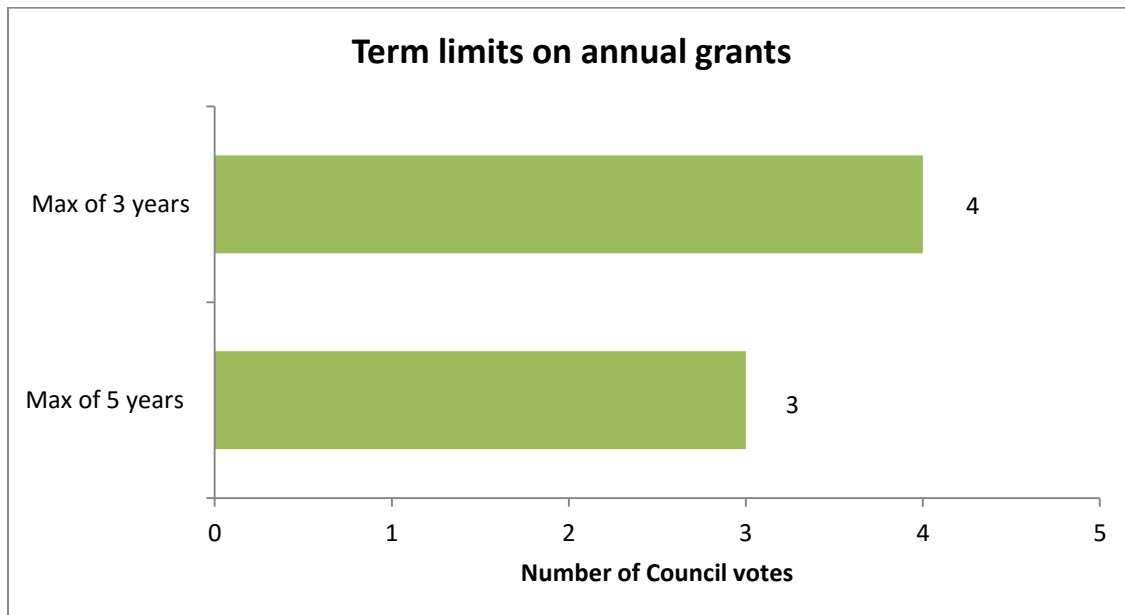
Council strongly supports funding activities that primarily benefit Takoma Park residents.



**III. Match requirements:** While a majority of Councilmembers supported no match requirement, the preference was not overwhelming. Council opposed a \$2 to \$1 match structure. Not all Councilmembers answered this question.



**IV. Limits on number of grants:** Council was split on their preference for limits on the number of consecutive annual grants that can be awarded to a single organization. Regardless, they overwhelmingly support awarding multi-year grants for ongoing programming (6 to 1).



Survey Conducted May 10, 2016

**Grants Survey - Individual Council Responses**

**Please identify your general funding priorities for FY17.**

Name	Benefiting low and moderate income households	Encouraging advancement in the fields of science, technology, engineering, and/or mathematics	Engaging underrepresented populations	Furthering economic sustainability of the community	Furthering environmental sustainability of the community	Providing services to at-risk populations	Strengthening the arts and humanities	Other	Other (please specify)
Smith	5 - Highest Priority	4 - Medium-High Priority	5 - Highest Priority	5 - Highest Priority	2 - Medium-Low Priority	5 - Highest Priority	3 - Neutral		
Kovar	5 - Highest Priority	1 - Lowest Priority	4 - Medium-High Priority	3 - Neutral	4 - Medium-High Priority	5 - Highest Priority	2 - Medium-Low Priority		
Schultz	4 - Medium-High Priority	2 - Medium-Low Priority	4 - Medium-High Priority	3 - Neutral	1 - Lowest Priority	4 - Medium-High Priority	3 - Neutral		
Male	3 - Neutral	1 - Lowest Priority	3 - Neutral	4 - Medium-High Priority	4 - Medium-High Priority	1 - Lowest Priority	2 - Medium-Low Priority		
Seamens	5 - Highest Priority	4 - Medium-High Priority	4 - Medium-High Priority	3 - Neutral	3 - Neutral	4 - Medium-High Priority	3 - Neutral		
Qureshi	5 - Highest Priority	4 - Medium-High Priority	5 - Highest Priority	2 - Medium-Low Priority	1 - Lowest Priority	5 - Highest Priority	2 - Medium-Low Priority	1 - Lowest Priority	
Stewart	5 - Highest Priority	1 - Lowest Priority	5 - Highest Priority	4 - Medium-High Priority	4 - Medium-High Priority	5 - Highest Priority	4 - Medium-High Priority	5 - Highest Priority	Youth programs

**Which of the following types of organizations should be eligible to receive grant funds?**

Name	Business associations	Faith-based organizations	For-profit entities	Grassroots community groups	Individuals	Neighborhood organizations	Non-profit organizations	Parent teacher associations	Registered tenant associations
Smith	Yes	Yes	Yes	Yes	No	Yes	Yes	No	Yes
Kovar	No	No	No	Yes	No	Yes	Yes	Yes	Yes
Schultz	Yes	No	Yes	Yes	No	No	Yes	Yes	Yes
Male	Yes	No	No	Yes		Yes	Yes	Yes	Yes
Seamens	No	Yes	No	Yes		Yes	Yes	Yes	Yes
Qureshi	Yes	Yes	Yes	Yes	No	Yes	Yes		Yes
Stewart		Yes		Yes	Yes	Yes	Yes	Yes	Yes

**Please rank the following match requirements for grant recipients, with 1 indicating strongly support and 4 indicating no support. For purposes of this survey, matching funds include cash, in-kind donations, and volunteer time.**

Name	\$2 per \$1 grant award	\$1 per \$1 grant award	\$0.50 per \$1 grant award	No match requirement
Smith	4	1	2	3
Kovar				1
Schultz	1	2		
Male				1
Seamens	2	1	3	4
Qureshi	4	3		2
Stewart	4	3	2	1

	Should a single organization receive more than one grant in any given funding cycle?	Should a limit be placed on the number of consecutive annual grants that can be awarded to a single organization?	Should multi-year grant awards be made to individual organizations for ongoing programming?	To what extent should grant funded activities benefit Takoma Park residents?
Smith	Limit 1 per cycle	5 years	Yes	100%
Kovar	Limit 1 per cycle	3 years	Yes	75%
Schultz	Limit 1 per cycle	3 years	Yes	75%
Male	Limit 1 per cycle	3 years	Yes	75%
Seamens	Limit 2 per cycle	3 years	No	100%
Qureshi	Limit 2 per cycle	5 years	Yes	100%
Stewart	Limit 2 per cycle	5 years	Yes	75%

**Please identify your funding priorities for the following organizational mission or program focus:**

Name	Building and supporting leadership, encouraging civic engagement	Encouraging energy conservation and environmental sustainability	Offering job training and microenterprise development opportunities	Offering wellness and nutritional programs	Providing educational and mentoring programs	Providing fundamental human needs (ex: food, shelter, etc.)
Smith	4 - Medium-High	2 - Medium-Low	4 - Medium-High	3 - Neutral	4 - Medium-High	4 - Medium-High
Kovar	4 - Medium-High	3 - Neutral	4 - Medium-High	4 - Medium-High	5 - Highest	4 - Medium-High
Schultz	2 - Medium-Low	1 - Lowest	5 - Highest	3 - Neutral	4 - Medium-High	3 - Neutral
Male	3 - Neutral	4 - Medium-High	1 - Lowest	1 - Lowest	4 - Medium-High	1 - Lowest
Seamens	3 - Neutral	3 - Neutral	5 - Highest	3 - Neutral	5 - Highest	4 - Medium-High
Qureshi	5 - Highest	1 - Lowest	5 - Highest	3 - Neutral	4 - Medium-High	5 - Highest
Stewart	4 - Medium-High	3 - Neutral	4 - Medium-High	4 - Medium-High	4 - Medium-High	4 - Medium-High



**Grants Survey - Individual Council Responses**

**Please identify your funding priorities for cultural activities which focus on the following:**

Name	Advancing the humanities (spoken word, history, etc.)	Celebrating the diverse cultural and ethnic make-up of the community	Creating an inclusive cultural experience	Offering educational programs in the arts for all ages	Providing opportunities for low and moderate income and at-risk populations to explore the arts	Providing workshops and classes
Smith	3 - Neutral	4 - Medium-High	4 - Medium-High	3 - Neutral	4 - Medium-High	3 - Neutral
Kovar	3 - Neutral	3 - Neutral	3 - Neutral	3 - Neutral	4 - Medium-High	3 - Neutral
Schultz	4 - Medium-High	1 - Lowest	5 - Highest	3 - Neutral	4 - Medium-High	2 - Medium-Low
Male	3 - Neutral	4 - Medium-High	4 - Medium-High	3 - Neutral	3 - Neutral	5 - Highest
Seamens	4 - Medium-High	3 - Neutral	3 - Neutral	4 - Medium-High	4 - Medium-High	4 - Medium-High
Qureshi	1 - Lowest	3 - Neutral	3 - Neutral	4 - Medium-High	4 - Medium-High	4 - Medium-High
Stewart	2 - Medium-Low	4 - Medium-High	3 - Neutral	3 - Neutral	5 - Highest	3 - Neutral

**Please identify your funding priorities for STEM activities which focus on the following:**

Name	Developing technology-rich experience	Offering interdisciplinary-based educational programs	Offering inclusive programming for all ages	Providing opportunities for low and moderate income and at-risk populations to explore the sciences	Providing opportunities to collaborate, create, and invent
Smith	4 - Medium-High	4 - Medium-High	4 - Medium-High	5 - Highest	4 - Medium-High
Kovar	2 - Medium-Low	1 - Lowest	4 - Medium-High	4 - Medium-High	2 - Medium-Low
Schultz	3 - Neutral	3 - Neutral	2 - Medium-Low	4 - Medium-High	2 - Medium-Low
Male	5 - Highest	1 - Lowest	3 - Neutral	3 - Neutral	4 - Medium-High
Seamens	3 - Neutral	3 - Neutral	4 - Medium-High	5 - Highest	5 - Highest
Qureshi	4 - Medium-High	4 - Medium-High	3 - Neutral	5 - Highest	5 - Highest
Stewart	3 - Neutral	3 - Neutral	4 - Medium-High	5 - Highest	3 - Neutral

**Please rank your overall funding priorities by program, with 1 indicating first priority and 5 indicating last priority.**

Name	Capital Project Grants	Cultural Program Grants	General Operational Support Grants	Program Specific Grants	STEM Program Grants
Smith	4	5	3	1	2
Kovar	5	3	2	1	4
Schultz	3	2	5	1	4
Male	5	1	2	3	4
Seamens	5	3	4	1	2
Qureshi					
Stewart					