



## Takoma Park City Council Meeting – November 2, 2016 Agenda Item 3

### Voting Session

Single Reading Ordinance Authorizing Award of FY17 Community Quality of Life Grant Funds

### Recommended Council Action

Adopt Ordinance

### Context with Key Issues

The Community Grants program is designed to provide financial support for programs, projects and events which improve residents' quality of life by providing greater access and opportunities for participation in the arts and sciences. The primary focus of the program is on providing benefit to residents with low and moderate incomes. Funds are awarded on a competitive basis by the Council following a review by the Grants Review Committee.

The following awards were presented to the Council for consideration during its October 19 work session by the Grants Review Committee.

- a) Adventist Community Services: *ACSGW Thrive Initiative* (\$10,000)
- b) Artivate: *Takoma Wings Academy* (\$9,000)
- c) Collaboration Council: *African Arts Culture and Education Academy (ACE) Essex House Friday Program* (\$9,412)
- d) Community Bridges: *Community Bridges Makerspace Program* (\$5,370)
- e) Dance Exchange: *Support for Youth Programs at Dance Exchange* (\$5,740)
- f) Docs in Progress: *Documentary Dialogue Takoma* (\$8,238)
- g) Montgomery Housing Partnership: *7610 Maple Outdoor Mural* (\$6,500)
- h) Takoma Ensemble: *Community Outreach Initiative* (\$5,740)

### Council Priority

A Livable Community for All

### Environmental Impact of Action

N/A

### Fiscal Impact of Action

The City's FY17 budget includes \$60,000 for the Community Quality of Life Grants program.

### Attachments and Links

- Ordinance Authorizing Award of FY17 Community Quality of Life Grants
- Community Grants Program Guidelines
- FY17 Applications and Funding Recommendations – Summary Report

Prepared by: Ashley Johnson-Hare, Community Development Manager

Approved by: Suzanne R. Ludlow, City Manager

**CITY OF TAKOMA PARK, MARYLAND**

**ORDINANCE NO. 2016-XX**

**AUTHORIZING AWARD OF FY17 COMMUNITY  
QUALITY OF LIFE GRANT FUNDS**

WHEREAS, the Community Quality of Life Grants program, established by Resolution 2016-14 on June 15, 2016, provides financial support for specific programs, projects and events which improve residents' quality of life by providing greater access and opportunities for participation in the arts and sciences.; and

WHEREAS, the availability of grant funding was announced in July 2016; and

WHEREAS, a total of seventeen Letters of Inquiry and initial funding requests totaling \$166,521 were submitted to the Grants Review Committee (the "Committee"), fourteen of which were invited to submit a full grant application; and

WHEREAS, twelve applications requesting a total of \$71,282 in grant funds were received and forwarded to the Committee for review and evaluation; and

WHEREAS, the funding recommendation of the Committee were presented to the Council for consideration on October 19, 2016; and

WHEREAS, the Council, having heard the recommendations of the Committee and after careful consideration, concurred with the recommendations of the Committee; and

WHEREAS, a total of \$60,000.00 has been budgeted for the FY17 Community Quality of Life Grant program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF TAKOMA PARK, MARYLAND THAT

SECTION 1. FY17 Community Quality of Life Grants are awarded for the following projects:

- a) Adventist Community Services: *ACSGW Thrive Initiative* (\$10,000)
- b) Artivate: *Takoma Wings Academy* (\$9,000)
- c) Collaboration Council: *African Arts Culture and Education Academy (ACE) Essex House Friday Program* (\$9,412)
- d) Community Bridges: *Community Bridges Makerspace Program* (\$5,370)
- e) Dance Exchange: *Support for Youth Programs at Dance Exchange* (\$5,740)
- f) Docs in Progress: *Documentary Dialogue Takoma* (\$8,238)
- g) Montgomery Housing Partnership: *7610 Maple Outdoor Mural* (\$6,500)
- h) Takoma Ensemble: *Community Outreach Initiative* (\$5,740)

SECTION 2. The City Manager is further authorized to execute any documents, and take any action necessary to carry out the intent of this Ordinance.

SECTION 3. This Ordinance shall become effective immediately.

ADOPTED this \_\_\_th day of \_\_\_\_\_, 2016 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT:



City of Takoma Park Maryland  
**COMMUNITY GRANTS PROGRAM  
PROGRAM GUIDELINES**

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The City of Takoma Park's Community Quality of Life Grants Program provides funding for a range of activities. Funds are awarded by the Takoma Park City Council following a competitive application process and evaluation by the Grants Review Committee.

## **PROGRAM GUIDELINES**

### Purpose

The Community Quality of Life Grants program is designed to provide financial support for specific programs, projects and events which improve residents' quality of life by providing greater access and opportunities for participation in the arts and sciences.

### Targeted Beneficiaries

The primary focus of the proposal must be on providing benefit to individuals and households with low and moderate incomes, defined as 80% of the Area Median Income (AMI) as determined by the U'S Department of Housing and Urban Development. Seventy-five percent of the participants must be residents of Takoma Park.

### Eligible Projects

Eligible projects include arts and humanities focused 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, and technology-based internship and/or apprenticeship programs.

### Eligible Applicants

Funding is available to nonprofit organizations and business associations. The use of a fiscal agent is permitted for those organizations that have applied for but not yet secured their 501c3 determination from the IRS. Individuals and for profit enterprises are not eligible for funding.

### Grant Awards

Minimum grant award: \$5,000 / Maximum grant award: \$10,000

### Match Requirement

A minimum of \$1 per \$1 match is required. The required match must be documented and may

include cash, in-kind donations or volunteer hours. Volunteer time is valued at \$26.64 per hour as determined by [Independent Sector](#) for the State of Maryland.

### Funding Limitations

Grants will be awarded for a period not to extend 12 months. Applicants are limited to one grant award per funding cycle.

## **GENERAL TERMS AND CONDITIONS**

### Living Wage Requirements

All business associations and nonprofit grant recipients, regardless of the amount of the grant award or their individual exemption status, are required to pay each employee assigned to the approved project or program a living wage as determined by City Code, Chapter 7.08 Article 5 [Living Wage Requirement](#).

### Reporting Requirements

Both grantees and partners will be required to provide at least a quarterly accounting of all grant activity. A final narrative, due upon completion of approved project or programming, is required.

### Disbursement of Grant Funds

The disbursement of grant funds will be negotiated on a case by case basis and may include reimbursement of expenditures by grantee, direct payment to vendors, or quarterly disbursement of grant funds following submission of required reports.

Funds are available on a reimbursement basis only. Grant recipients will be required to submit original documentation of all grant expenditures and required match contributions.

## **APPLICATION PROCESS**

A Letter of Inquiry is required of all applicants. If selected for further consideration, the applicant will be contacted by the Grants Review Committee and invited to submit a full application for funding. Unsolicited applications will not be considered. Applications will be evaluated based on established funding priorities, program guidelines and available funding. Recommendations of the Grants Review Committee will be forwarded to the City Council for consideration. The final determination of all grant awards is the sole responsibility of the Takoma Park City Council.

**FOR ADDITIONAL INFORMATION CONTACT**  
City of Takoma Park Housing and Community Development Department  
301-891-7119 / [grants@takomaparkmd.gov](mailto:grants@takomaparkmd.gov)

**FY17 Community Quality of Life Grants Program  
SUMMARY REPORT ON FUNDING RECOMMENDATIONS**

The following is a summary of the projects recommended for funding by the Grants Review Committee for the FY17 Community Quality of Life Grants Program. Narratives describing the proposed activity have been provided by the organizations.

<b>Organization</b>	<b>Total Project Budget</b>	<b>Grant Request</b>	<b>Recommended Award</b>
ACSGW	\$ 30,000	\$ 10,000	\$ 10,000.00
Artivate	\$ 60,000	\$ 10,000	\$ 9,000.00
Carpe Diem Arts	\$ 11,800	\$ 5,900	WITHDREW
CDA	\$ 20,000	\$ 10,000	\$ -
Collaboration Council	\$ 9,809	\$ 9,412	\$ 9,412.00
Community Bridges	\$ 12,300	\$ 5,370	\$ 5,370.00
Dance Exchange	\$ 206,500	\$ 10,000	\$ 5,740.00
Docs In Progress	\$ 19,190	\$ 10,000	\$ 8,238.00
EduCare	\$ 80,000	\$ 10,000	INELIGIBLE
Let's Play America	\$ 40,800	\$ 10,000	INELIGIBLE
ManUP	\$ 40,000	\$ 25,000	INELIGIBLE
MHP	\$ 13,000	\$ 6,500	\$ 6,500.00
Moveius	\$ 38,050	\$ 10,000	\$ -
OTBA	\$ 59,000	\$ 6,720	\$ -
Real Food For Kids	\$ 15,239	\$ 7,619	\$ -
Rhizome	\$ 200,000	\$ 10,000	WITHDREW
Takoma Ensemble	\$ 34,000	\$ 10,000	\$ 5,740.00
<b>Totals</b>	<b>\$ 889,688</b>	<b>\$ 166,521</b>	<b>\$ 60,000.00</b>

## **RECOMMENDED FOR FUNDING**

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Organization: **ADVENTIST COMMUNITY SERVICES OF GREATER WASHINGTON (ACSGW)**

Name: *ACSGW Thrive Initiative*

Potential Number of People Serving: 15 Youth, 5+ Seniors

Request: \$10,000

Recommended Funding Level: \$10,000

This grant will enable ACSGW to offer a Basic Computer Repair program at a reduced cost. 15 young people will be trained in ACSGW's Basic Computer Repair Program. In addition to learning basic computer components and operation, participants will learn to disassemble, repair and reassemble computers. On completion of the training program these youth will engage in a paid internship repairing computers donated to ACSGW. Graduates of the Basic Computer Repair program will be offered a 5-week paid internship (3 hours per week @ \$20/hour). Repaired computers will then be distributed to eligible seniors in Takoma Park.

Organization: **ARTIVATE**

Name: *Takoma Wings Academy*

Potential Number of People Serving: 30

Request: \$10,000

Recommended Funding Level: \$9,000

Takoma Wings Academy (TWA) is a 3-week summer camp in which middle school boys and girls from low-income, immigrant families investigate the science and engineering of flight in nature, aviation, and space exploration as well as flight as a means of self-expression in the Arts through gender-specific "clubs" to maintain appeal for each group and accommodate different learning styles. The camp takes place at the Takoma Academy in Takoma Park, MD and the College Park Aviation Museum in College Park, MD.

Organization: **COLLABORATION COUNCIL**

Name: *African Arts Culture and Education Academy (ACE) Essex House Friday Program*

Potential Number of People Serving: 25

Request: \$9,412

Recommended Funding Level: \$9,412

*ACE (African Arts, Culture and Education) Academy Essex House Friday Program* is a 21st Century Community Learning Center project operating 4 days each week from Mondays to Thursdays at Essex House in Takoma Park, focusing on reading, language arts and African culture for students in grades 1-5. This proposed project will allow ACE Academy to offer and focus on teacher-led, STEM activities for all participants on Friday evenings as well.

Organization: **COMMUNITY BRIDGES**

Name: *Community Bridges Makerspace Program*

Potential Number of People Serving: 60

Request: \$5,370

Recommended Funding Level: \$5,370

Community Bridges and Catylator propose a year-long program to bring girls to Catylator Makerspace to help them develop more positive attitudes and confidence about STEM, and help them stay engaged with STEM so they may be better prepared to choose any career, including

STEM. We will bring middle school aged young women to Catylator, in an environment that is safe, welcoming and supportive for them. The groups will be consistent with and reinforce the connections Community Bridges is already developing with the girls to help them support each other in making healthy life choices. The Program will operate for six weeks.

Organization: **DANCE EXCHANGE**

Name: *Support for Youth Programs at Dance Exchange*

Potential Number of People Serving: 280

Request: \$10,000

Recommended Funding Level: \$5,740

Dance Exchange is seeking support for a reboot of our Youth Programs for our 2016/17 season, which includes weekly classes at our Dance Exchange studios for youth ages 8-18; a series of off-site youth classes held at the Takoma Park Recreation Center and the New Hampshire Avenue Recreation Center; an end of season performance called Youth Arts Night, and our week-long Teen Leadership Institute.

Organization: **DOCS IN PROGRESS**

Name: *Documentary Dialogues Takoma*

Potential Number of People Serving: 350

Request: \$10,000

Recommended Funding Level: \$8,238

*Documentary Dialogues Takoma* will further that mission by focusing our efforts in one of Montgomery County's most diverse communities. This program will harness the power of video technology to engage Takoma Park residents through screenings, discussions, and hands-on activities to explore how stories define us, express our values, relate our experiences in human dimensions, and connect us with each other and the world around us.

Organization: **MONTGOMERY HOUSING PARTNERSHIP**

Name: *7610 Maple Outdoor Mural*

Potential Number of People Serving: 34+ households

Request: \$6,500

Recommended Funding Level: \$6,500

Montgomery Housing Partnership (MHP) will facilitate the creation of an outdoor mural at its 7610 Maple apartment property. This 36-unit affordable housing property houses a total of 80 residents, including 27 children. The mural will be painted on a retaining wall adjacent to the building's community center and outdoor playground, and will be clearly visible from the street. Residents, in particular children ages 9-12 who participate in our site-based homework club, will play an active part in creating the mural. The artwork will be permanent, durable, weather-proof, and most importantly express the unique character of the 7610 Maple community.

Organization: **TAKOMA ENSEMBLE**

Name: *Takoma Ensemble Community Outreach Initiative*

Potential Number of People Serving: 300

Request: \$10,000

Recommended Funding Level: \$5,740



The project is to directly provide tickets to low-income/underserved residents of Takoma Park for four concerts.

## **NOT RECOMMENDED FOR FUNDING**

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Organization: **MOVEIUS**

Name: *Professional Dance Performance Series*

Potential Number of People Serving: 200-500

Request: \$10,000

Recommended Funding Level: \$0

MOVIEUS Contemporary Ballet proposes to sponsor a 2016-2017 series of professional, full length dance productions in Takoma Park that highlight innovative local and regional choreographers, performed by top local professional dancers.

Organization: **OLD TAKOMA BUSINESS ASSOCIATION**

Name: *Project Pedicab!*

Potential Number of People Serving: 17,000+

Request: \$6.720

Recommended Funding Level: \$0

The purpose of Project Pedicab! is to provide free pedicabs rides to events taking place in the Takoma Park commercial district in order to provide easier access to the events and activities.

Organization: **REAL FOOD FOR KIDS**

Name: *Nutrition Science after School Program*

Potential Number of People Serving: 15 Youth

Request: \$7,619

Recommended Funding Level: \$0

Real food for Kids proposes a free afterschool program in Nutrition Science at Takoma Park Middle School to serve 15 children during the spring semester.

Organization: **TAKOMA LANGLEY CROSSROADS DEVELOPMENT AUTHORITY**

Name: *El Alazan Mural*

Potential Number of People Serving: 3,266

Request: \$7,619

Recommended Funding Level: \$0

This project seeks to provide a public artwork by artist, Peter Krsko, and designed by city residents.

## INELIGIBLE FOR FUNDING

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Organization: **EDUCARE SUPPORT SERVICES, INC.**

Name: *Takoma Park Food Pantry*

Potential Number of People Serving: 120

Request: \$10,000

The proposed program is made up of one on-site food distribution locations and a mobile delivery program that delivers emergency groceries to elderly and disabled customers in Takoma Park.

Determination of ineligibility: *Project does not meet the basic parameters of the program which are focused on providing low and moderate income residents greater access to and opportunities for participation in the arts and sciences.*

Organization: **LET'S PLAY AMERICA**

Name: *Community Play Initiative*

Potential Number of People Serving: Not Indicated

Request: \$10,000

The Community Play initiative proposes to host 3 planned play events in Takoma Park.

Determination of ineligibility: *Request for general operating funds which are not an eligible use of funds under the revised program guidelines. Additionally, the City of Takoma Park has partnered with this organization to produce four (4) events in FY17.*

Organization: **MAKING A NEW UNITED PEOPLE (MANUP)**

Name: *Takoma Park Youth Collaborative*

Potential Number of People Serving: Not Indicated

Request: \$25,000

The Takoma Park Youth Collaborative is an effort proposed to sustain at-risk young people as they transition to adulthood through programmatic training, employment opportunities, community activities and mentoring relationships.

Determination of ineligibility: *Funding currently provided for proposal in City's FY17 Recreation Budget. Request included general operating funds which are not an eligible use of funds under the revised program guidelines and exceeded program's maximum \$10,000 grant award.*