



Takoma Park City Council Meeting – June 14, 2017 Agenda Item 3

Work Session

Presentation and Discussion of Grants Review Committee's Recommendations for the FY18 Community Quality of Life Grants Program

Recommended Council Action

To provide comment on funding recommendations

Context with Key Issues

The Community Grants program is designed to provide financial support for specific programs, projects and events that 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. Additional information on the parameters of the program is provided in the accompanying guidelines.

A total of 16 organizations, responding to a call for Letters of Inquiry issued by HCD staff in February, expressed interest in accessing funds. Fourteen of these organizations were invited to submit a full application following a review of their initial proposals by the Grants Review Committee. One organization invited to apply withdrew from consideration citing an internal decision not to seek funding for this fiscal year. Of the 13 full applications submitted by the April 24th deadline, ten have been recommended for funding by the Committee.

The Chair of the Grants Review Committee, Gary Cardillo (Ward 2), will present the Committee's funding recommendations. Also serving on the Committee are Nadine Bloch (Ward 3), Rachel Branaman (Ward 6), Elizabeth Boyd (Ward 6), Jay Keller (Ward 3), Lesley Perry (Ward 2) and Norka Ruiz Bravo (Ward 2).

Council Priority

A Livable Community for All

Environmental Impact of Action

N/A

Fiscal Impact of Action

The City's FY18 budget includes \$75,000 for the Community Quality of Life Grants program. Requests for funding submitted by the 13 applicants totaled \$105,096.

Racial Equity

We believe this Council action will improve access to science, technology, engineering, arts and math (STEAM) opportunities by people of color, including immigrants and refugees.

Attachments and Links

- [Community Grants: Program Guidelines](#)
- [Summary Report on Funding Recommendations](#)
- [Ordinance Authorizing Award of FY18 Community Quality of Life Grants \(DRAFT\)](#)

**FY18 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 FY18 Community Quality of Life Grants Program. Narratives describing the proposed activity have been provided by the organizations.

Organization	Total Project Budget	Grant Request	Recommended Award
ACSGW	\$ 30,000	\$ 10,000	\$ -
CHEER	\$ 20,500	\$ 10,000	WITHDREW
CREATE Arts Center	\$ 10,000	\$ 5,000	\$ 5,000
DC Arts Center	\$ 17,704	\$ 6,575	\$ 6,575
Dance Exchange	\$ 22,316	\$ 10,000	\$ 8,000
Docs in Progress, Inc.	\$ 18,396	\$ 9,175	\$ 9,175
Historic Takoma, Inc.	\$ 28,459	\$ 10,000	\$ 10,000
Let's Play America	\$ 81,937	\$ 10,000	INELIGIBLE
Montgomery County Collaboration Council	\$ 20,206	\$ 9,882	\$ 9,882
Montgomery Community Television	\$ 11,350	\$ 5,000	\$ 5,000
Pyramid Atlantic Arts Center	\$ 13,000	\$ 6,500	\$ 6,500
Real Food for Kids - Montgomery	\$ 15,456	\$ 7,702	\$ 7,500
RhizomeDC	\$ 17,247	\$ 8,452	\$ -
Takoma-Langley CDA	\$ 2,500	\$ 2,500	INELIGIBLE
Boy Scout Troop 33	\$ 23,617	\$ 10,000	\$ 7,368
Village of Takoma Park	\$ 16,882	\$ 6,810	\$ -
Totals	\$ 349,570	\$ 127,596	\$ 75,000

RECOMMENDED FOR FUNDING

Organization: **CREATE ARTS CENTER (CREATE)**

Name: *smARTkids at TPES*

Potential Number of People Serving: 30

Request: \$5,000

Recommended Funding Level: \$5,000

CREATE Arts Center (CREATE) is seeking support for its *smARTkids* program at Takoma Park Elementary School. *smARTkids* is a free after-school art program that aims to positively impact the learning abilities and success of at-risk students by using visual art techniques and art therapy principles.

Organization: **DISTRICT OF COLUMBIA ARTS CENTER, INC. (DC ARTS CENTER)**

Name: *Takoma Park Refugee Theater Project*

Potential Number of People Serving: 160

Request: \$6,575

Recommended Funding Level: \$6,575

The Takoma Park Refugee Theater Project will be led by Takoma Park-based theater artist / ESOL teacher Leslie Sapp, who will work with a group of 15 adult refugees, asylees, and immigrants who reside in Takoma Park. Ms. Sapp will guide the participants through a series of ensemble theater-devising techniques and direct their co-creation of an original theatrical collage based on their life stories and their hopes and dreams for the future. The project will culminate in a presentation of this original theatrical collage before a live audience in the Takoma Park Community Center Auditorium.

Organization: **DANCE EXCHANGE**

Name: *Moving Field Guide Summer Camp*

Potential Number of People Serving: 150

Request: \$10,000

Recommended Funding Level: \$8,000

Dance Exchange will lead a 5-day *Moving Field Guide Summer Camp* for 30-40 Takoma Park youth in grades 3-5, with scholarships providing free tuition for 15-20 youth from low-income families. This camp will be led by DX artists and naturalist in areas throughout Takoma Park, including Sligo Creek and the DX studios in August-September 2017.

Organization: **DOCS IN PROGRESS, INC.**

Name: *Documentary Dialogues Takoma Park*

Potential Number of People Serving: 350

Request: \$9,175

Recommended Funding Level: \$9,175

Documentary Dialogues Takoma Park will provide a combination of documentary film screenings/discussions and hands-on video production activities where Takoma Park youth and seniors will learn how to document local and personal stories.

Organization: **HISTORIC TAKOMA, INC. / TAKOMA RADIO**

Name: *Takoma Radio Presents RadioActive*

Potential Number of People Serving: 12

Request: \$10,000

Recommended Funding Level: \$10,000

RadioActive is a 40-week after-school audio production course for 12 underserved Takoma Park teens. Working in pairs and supervised by mentors, selected students will gather sound, conduct interviews, and create textured audio pieces based on their life experiences. The produced pieces will be broadcast and podcasted by Takoma Radio. This hands-on weekly course builds community through storytelling. *RadioActive* builds bridges. Life skills and healthy food will be featured at every meeting.

Organization: **MONTGOMERY COUNTY COLLABORATION COUNCIL**

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

Potential Number of People Serving: 25

Request: \$9,882

Recommended Funding Level: \$9,882

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, meeting the needs of working parents.

Organization: **MONTGOMERY COMMUNITY TELEVISION**

Name: *Exploring Media*

Potential Number of People Serving: 20

Request: \$5,000

Recommended Funding Level: \$5,000

MCM proposes to bring our *Exploring Media* program to the City of Takoma Park. MCM will offer one (1) 12-week long after school Media Explorer program, serving 20 students at Takoma Park Middle School. Students have an opportunity to work with media professionals and learn the basics of creating content, including storyboarding, scriptwriting, filming, and editing. Working in groups, students will create a short multimedia piece, such as a public service announcement (PSA), book review, or video blog. Completed student work can be shared on MCM's broadcast channels, on YouTube, through social media, and with Takoma Park.

Organization: **PYRAMID ATLANTIC ARTS CENTER (PYRAMID ATLANTIC)**

Name: *Pump House Pop-Up*

Potential Number of People Serving: 300

Request: \$6,500

Recommended Funding Level: \$6,500

An eyesore becomes an attraction. Nestled in the slope of Hilltop Road sits a mysterious structure. It faces the defunct Sligo Waterworks 1900-era pumping station site and is adjacent to Takoma Park's high density Maple Ave. apartment neighborhood. We will transform the concrete box to an

outdoor “pop-up” gallery. The *Pump House Pop-Up* gallery will present two shows. Takoma Park artist(s) will receive technical and artistic support at the site and at Pyramid Atlantic Arts Center (PAAC) for the second show. Show postcards, artist talks and history tours will further convey themes and inspiration.

Organization: **REAL FOOD FOR KIDS - MONTGOMERY**

Name: *Nutrition Science After School Program*

Potential Number of People Serving: 15

Request: \$7,702

Recommended Funding Level: \$7,500

The Nutrition Science After School Program will serve 15 low- to moderate-income children at Takoma Park Middle School during the Spring 2018 semester. There will be no cost to participants.

Organization: **BOY SCOUT TROOP 33**

Name: *Send a Scout to Summer Camp*

Potential Number of People Serving: 75

Request: \$10,000

Recommended Funding Level: \$7,368

Send a Scout to Summer Camp project will help under-served scouts and leaders participate in a fun, safe, STEM-focused learning experience at Boy Scout Summer Camp (Camp Horseshoe). The goal is to provide funding to engage scouts from low-income families to participate in this camp experience that fosters learning and leadership development. This grant would help continue Troop 33’s legacy of fostering learning and leadership skills across a diverse group of Takoma Park’s boys and young men, promoting service to our community as well as introduce scouts from low-income families to the Boy Scout STEM and other programs at Camp Horseshoe.

NOT RECOMMENDED FOR FUNDING

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

Name: *IT Apprenticeship Program*

Potential Number of People Serving: 18

Request: \$10,000

Recommended Funding Level: \$0

The IT Apprenticeship Program will target youth ages 17-25 years. 18 young people will be trained in ACSGW’s IT Fundamentals/Basic Computer Repair Program. In addition to learning in detail about basic computer components and operation, participants will learn to disassemble, repair and reassemble a computer. On completion of the training program these youth will engage in a paid internship repairing computers donated to ACSGW. Youth who successfully complete this apprenticeship will be qualified to enroll in a national certification training program. This is the first step in preparation for a career as an entry-level information technology (IT) professional or computer service technician.

Organization: **RHIZOME DC**

Name: *Creative Improvised Music in Schools*

Potential Number of People Serving: 900
Request: \$8,452
Recommended Funding Level: \$0

We propose a series of concerts and workshops in Takoma Park public schools featuring world-class improvising musicians. We will work with contact in the schools to bring each program to as many students as possible within the course of a school day. The workshops will be accessible to all, regardless of previous musical experience. In addition, the musicians will present a concert and participate in an open-ended discussion of their practice the same evening (or the evening prior) at Rhizome.

Organization: **VILLAGE OF TAKOMA PARK, INC.**
Name: *Village of Takoma Park Arts and Humanities Program*
Potential Number of People Serving: 370
Request: \$6,810
Recommended Funding Level: \$0

The proposal responds to requests of older residents to attend cultural events, view historical films, and attend concerts. It expands the monthly “Aging-Well” sessions held by the Village to include arts and humanities programming. It will provide 12 sessions per year, with film screenings at the American Film Institute and trips to performances at the Clarice Smith Performing Arts Center at the University of Maryland, College Park. The Village will attempt to reach cooperative arrangements with these institutions permitting attendance for seniors at a reduced cost. The funds requested will mainly cover the organizational aspects.

INELIGIBLE FOR FUNDING

Organization: **TAKOMA LANGLEY CROSSROADS DEVELOPMENT AUTHORITY (CDA)**
Name: *Takoma Park Community Board*
Potential Number of People Serving: Not indicated at the LOI stage
Request: \$2,500
Recommended Funding Level: \$0

The CDA proposes to install a Community Board at 7645 New Hampshire Avenue in a visible and accessible location, a former bus shelter pad. The Board will provide useful information and news about the City and Counties to low- and moderate-income individuals who live and shop in the Takoma/Langley area. It will affirm the Community Board’s location within Takoma Park.

Takoma/Langley is the City’s International commercial hub at the boarder of Langley Park and Prince George’s County. Area residents think of the area as Langley Park although half of it is in Takoma Park. The Community Board would reinforce the area’s Takoma Park domain displaying the City seal. It would feature a large map of the Takoma/Langley area showing distances and key institutions – schools, hospitals, Metro stations, universities, etc., as well as the other commercial areas of Takoma Park. The Board would list addresses and phone numbers for City departments such as Police, City Manager, Public Works, Library, Finance, Recreation, City Council, and more.

The Board would provide information on City programs for Children and Seniors, City Arts and Humanities offerings, seasonal events like the Independence Day Parade and Fireworks, annual Jazz and Folk Festivals, Sweep the Creek Cleanups, 5K runs, etc. The City's monthly newsletter would be displayed. In addition, there would be a section on Langley Park and Prince George's County, with key agency contact information.

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. Additionally, the requested funds were lower than the minimum amount of funding (\$5,000) made available through the Community Grants Program.

Organization: **LET'S PLAY AMERICA**

Name: *Community Play Initiative*

Potential Number of People Serving: Not Indicated at the LOI stage

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 Community Grants Program Guidelines.

Updated June 6, 2017

CITY OF TAKOMA PARK, MARYLAND

ORDINANCE NO. 2017-XX

**AUTHORIZING AWARD OF FY18 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 that 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 February 2017; and

WHEREAS, a total of sixteen Letters of Inquiry and initial funding requests totaling \$123,709.00 were submitted to the Grants Review Committee (the "Committee"), fourteen of which were invited to submit a full grant application; and

WHEREAS, thirteen applications requesting a total of \$105,096.00 in grant funds were received and forwarded to the Committee for review and evaluation; and

WHEREAS, the funding recommendations of the Committee were presented to the Council for consideration on June 14, 2017; 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 \$75,000.00 has been budgeted for the FY18 Community Quality of Life Grants Program.

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

SECTION 1. FY18 Community Quality of Life Grants are awarded for the following projects:

- a) CREATE Arts Center: *smARTkids at TPES* (\$5,000)
- b) DC Arts Center: *Takoma Park Refugee Theatre Project* (\$6,575)
- c) Dance Exchange: *Moving Field Guide Summer Camp* (\$8,000)
- d) Docs in Progress: *Documentary Dialogues Takoma Park* (\$9,175)
- e) Historic Takoma/Takoma Radio: *Takoma Radio Present RadioActive* (\$10,000)
- f) Montgomery County Collaboration Council: *African Arts, Culture and Education Academy (ACE) Academy (Essex House Friday Program)* (\$9,882)
- g) Montgomery Community Television: *Exploring Media* (\$5,000)
- h) Pyramid Atlantic Art Center: *Pump House Pop-Up* (\$6,500)

- i) Real Food for Kids Montgomery: *Nutrition Science After School Program* (\$7,500)
- j) Boy Scout Troop 33: *Send a Scout to Summer Camp* (\$7,368)

SECTION 2. The Acting 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 _____, 2017 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT:



City of Takoma Park, Maryland

COMMUNITY GRANTS PROGRAM PROGRAM GUIDELINES

The City of Takoma Park's Community 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 Grants program is designed to provide financial support for specific programs, projects and events that 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. Specifically, at least 51% of participants must meet these income requirements. In addition, at least 75% of the participants must be residents of Takoma Park.

Eligible Projects

Eligible projects include arts and humanities focused projects and events; and Science, Technology Engineering and Math (STEM) programs and events. Examples of eligible project 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. This figure will be updated in April 2017.

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