

Neighborhood Outreach Grant Program

Bernalillo County's uniqueness and quality of life is tied to strong neighborhoods and active residents. Neighborhood associations and other groups play a vital role in enhancing and strengthening their own neighborhoods. The *Neighborhood Outreach Grant Program* was created to assist neighborhood groups to continue their participation and outreach to residents of Bernalillo County.

As part of this grant program, Bernalillo County Neighborhood Coordination promotes collaboration between the County and the community. Community building is core to project success: the process of bringing people together and building relationships is as important as project results.

Projects must:

- Provide a public benefit
- Be free and open to all residents within neighborhood association boundaries
- Emphasize self-help, with project ideas initiated, planned and implemented by the neighbors and community members who will themselves be impacted by the project
- Demonstrate community match (required for large projects only)
- Work performed must occur within Bernalillo County

Who Can Apply?

Recognized neighborhood associations and coalitions within Bernalillo County are eligible to apply for funding. Projects must demonstrate broad community support.

What We Do Not Fund

- Homeowners Associations
- Individual persons or businesses
- Religious organizations, government agencies, political groups, universities, hospitals or newspapers
- Organizations outside the boundaries of Bernalillo County
- Projects on Private Property
- Capital Improvement Projects
- Administrative costs or expenses for outreach groups (other than an approved fiscal agent)
- Website creation, development or maintenance

Available Funding

The *Neighborhood Outreach Grant Program* is funded through the Bernalillo County general fund. The amount established for the grant program is \$100,000 or less per fiscal year, depending on available funding.

Small Project funding is for projects that benefit the residents of the community and provide a service to those residents. Funding requests are from \$1,000 to \$3,000.

Large Project projects generally have a wider community impact **and require partnering with other organizations and/or agencies and have matching requirements.** Large grants require a fiscal sponsor to assist in reporting requirements, project development and oversight. This level of funding ranges from \$3,000 to \$10,000.

	Small Projects	Large Projects (Requires Fiscal Sponsor)
Funding Levels	\$1,000 – \$3,000	\$3,000 - \$10,000
Project Description	Small Community Projects that help increase Association and Community Participation	Large Community Projects with Collaborating Agencies / Groups
Fiscal Sponsor	None	Required
Matching Requirements	None	Required

Fiscal Sponsors

Organizations that are eligible for the *Neighborhood Outreach Grant Program* do not have to be an IRS recognized 501(c)(3). A fiscal sponsor is an organization that agrees to act as the trustee of your project's funds and provide financial direction and successful completion of your project. A fiscal sponsor can be a governmental entity or an IRS recognized 501(c) (3). Fiscal sponsors typically charge an administrative fee for handling a project. The percentage should be appropriate to the level of involvement and amount of work they provide. This grant program will not fund projects that exceed a 3% administrative fee for a fiscal sponsorship.

Matching Requirements:

Matching requirements can be in the form of cash, in-kind contributions, volunteer labor, donated materials or donated professional services. Documentation of matching contributions must be submitted with required quarterly reporting.

- Volunteer labor is calculated at \$12.00 per hour
- Professional services can be valued at customary rates, up to a maximum of \$75.00/hr.
- Donated materials / supplies are donated at their retail price
- Cash may come from fundraising events, individuals, foundations, businesses and/or community groups

Possible Projects

Listed are possible projects to consider, but is not limited to:

Training / workshops, beautification projects, oral histories and other historical projects, service oriented projects, neighborhood art initiatives, and crime prevention projects.

Submitting an Application

Grant applications are received twice a year, for all funding levels. Notification of solicitation dates will be advertised. Associations have a 30 day period to submit an application. Applicants may submit **only one** proposal per fiscal year. Bernalillo County's fiscal year is July 1 through June 30. Work must be completed within a 12 month period.

Application Process

Application Process

- Step 1: Grant solicitation notice to neighborhood associations
- Step 2: Applicant completes and submits application. Bernalillo County confirms receipt of application.
- Step 3: Applications are reviewed by Neighborhood Association Grant Review Committee.
- Step 4: Awards are announced.
- Step 5: Awardee signs agreements with Bernalillo County.
- Step 6: Initial project funds are released.

Application Components and Scoring

Applications will have **four sections** that will be reviewed on a total of 100 points. A successful application will include **completed and detailed sections** that let the review committee know that your group has planned well, is able to organize broad community support and knows how to secure resources needed to complete the project.

Cover Page: This sheet should provide basic contact and summary information about your project and introduction of your organization.

1) Project Summary and Need (30 Points)

The purpose of the Neighborhood Outreach Grant Program is to provide services, programs and other outreach programs to benefit Bernalillo County while developing stronger more connected neighborhoods and communities. This section should highlight exactly how you will build a more vibrant community, **why you want to do the project**, how it benefits the public at large and exactly what you will do. A **detailed work plan** will let us know the **step-by-step activities** of your project.

2) Neighborhood Involvement / Community Building: (30 Points)

This section should layout who is involved in the project. Projects should involve as many diverse groups and individuals as possible and should reflect the demographics of your community, including youth, seniors, immigrants, renters, homeowners, business organizations, etc.

Information about your organization as well as the **different types of people and roles** that make up your project should be provided.

3) Outcomes (25 Points)

A successful project will have a vision for success and be driven by achievable outcomes. This section should include **specific outcomes**, both tangible and / or intangible results, and how you will **measure project success**.

4) Project Resources and Readiness (15 Points)

This section should exhibit community support, whether in the form of in-kind contributions, volunteer labor, donated materials or professional services, or funding from other sources. Project readiness means the project has been well planned and will be successful in garnering community support. A **detailed project budget** and **how you will obtain community matches**.

Reporting Requirements

Award recipients must submit a six month progress report meeting objectives and goals. Progress reports are evaluated before expenses are reimbursed.

Contact Information:

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