

atlanta civic site



Community Investment Fund

Overview

The Annie E. Casey Foundation-Atlanta Civic Site (ACS) is pleased to release the grant application for the 2014 Community Investment Fund. The Community Investment Fund is a grant opportunity open to resident-led projects in Adair Park, Mechanicsville, Peoplestown, Pittsburgh, and Summerhill/Capitol Gateway, known collectively as NPU-V. The primary objectives of these grants are to:

- Support volunteers and grassroots organizations in taking ownership in improving their communities;
- Foster relationships by encouraging diverse community partnerships to work toward common goals;
- Build capacity within the community through training and leadership development; and
- Support and track at least one measureable neighborhood improvement from each grantee, with the understanding that incremental improvements lead to broader community impact.

Awards range from \$500-\$5,000 annually. **The deadline for submissions is 5 p.m. Friday, May 30, 2014, no exceptions.**

Funding Priorities

Funding priorities fall within three categories, which align with the broader Atlanta Civic Site Theory of Change: Neighborhood Transformation, Education Achievement and Family Economic Success. Examples of projects for each category include but are not limited to:

Neighborhood Transformation: community gardens, community clean-ups, neighborhood watch/safety programs;

Education Achievement: mentoring, afterschool, early education programs;

Family Economic Success: job training, adult education or adult skill-building programs.

Eligibility

All applicants must exhibit the following characteristics:

- Resident networks consisting of at least two unrelated NPU-V residents (with at least one applicant over age 18) **or** a community organization with active community membership;
- Build on the strengths and assets already existing in the community;
- Applicants must have a business bank account with at least two signatures and an EIN number **or** a fiscal sponsor to receive funds. Applicants do not need to have tax exempt status such as a 501 (c)3;
- Show the capacity to complete activities funded by ACS by December 2014.

Preferred attributes include:

- Demonstrate broad community support and engagement;
- Address significant community issues and have clear benefits for the entire neighborhood;
- Have a plan for sustaining the project beyond the initial ACS investment; and
- Provide a reasonable budget that does not include compensation for time.

Ineligible projects include:

- For-profit businesses and/or government/public agencies;
- Projects that only benefit an individual or household rather than the broader community;
- Event sponsorships, lobbying or strictly religious programming. Applicants seeking sponsorships may apply to a separate sponsorship fund;
- Nonprofit or community-based organizations that do not demonstrate active participation by NPU-V community residents.

How to Apply

Completed applications should be submitted to Akia Lewis, ACS Grants & Operations Associate (alewis@atlantacivicsite.org) by close of business **May 30, 2014**. Applications may be submitted by email, mail or in person at this address:

Dunbar Neighborhood Center
477 Windsor Street SW Suite 304
Atlanta, GA 30312

Completed packets include:

- Completed applications with all requested information;
- A budget with a request for no more than \$5,000. The budget should match the amount of the request;
- For physical improvement projects, applicants should submit pictures of the project site.

ACS will host technical assistance workshops on April 24 and May 19 from 3:00pm – 7:30pm. These sessions are open to any applicant. The workshops will be held at the following locations:

Thursday, April 24
Dunbar Neighborhood Center
477 Windsor Street SW Suite 207
Atlanta, GA 30312

Monday, May 19
Dunbar Neighborhood Center
477 Windsor Street SW Suite 302
Atlanta, GA 30312

Grantee Requirements

Successful grantees will be required to:

- Attend the grantee orientation. Grantees must attend orientation to receive the first distribution of funds;
- Submit midterm report with itemized receipts. Grantees who do not submit the midterm report and/or itemized receipts will not receive the second disbursement of funds, nor will they be eligible for consideration in future rounds of the Fund;
- Participate in site visits and other events;
- Submit final reports with itemized receipts. Grantees who do not submit final report and/or itemized will not be eligible to for consideration in future rounds of the Fund; and
- Participate in a year-end event.

Questions

If you have questions, please contact Akia Lewis, ACS Grants & Operations Associate, at 404-222-3660 or CIF Advisory Board Members, listed below:

Adair Park

Adam Stanley
Kysha Hehn

Mechanicsville

Rev. Frederick Zak
Stanley Trammell

Pittsburgh

Pastor Bobby Williams

Capitol Gateway

Quiana Ennis

Peoplestown

John Armour

Summerhill

Geoffrey Heard

The Annie E. Casey Foundation

Atlanta Civic Site
477 Windsor Street SW
Suite 304
Atlanta, GA 30312
404.222.3660 P
404.589.1880 F
www.aecf.org/atlanta

atlanta
civic site



Community Investment Fund Application

The Community Investment Fund awards grants to resident-led projects in Adair Park, Mechanicsville, Peoplestown, Pittsburgh and Summerhill/Capitol Gateway that can be completed by year end. Requests should range from \$500-\$5,000. Applicants may attach additional pages for any section, if necessary. Please complete all sections of the application.

Section I: Applicant Profile

Organization/Group Name:	
Project Title:	
Title:	Primary Contact:
Phone:	Email:
Mailing Address:	
City:	Zip:
Title:	Secondary Contact:
Phone:	Email:
Neighborhood(s):	
Date Formed:	
Website: www.	

Briefly describe your group. How long have you worked together and what are your group's goals, mission and/or vision?

Section II: Group Contact and Financial Information

Please provide contact information for each member of the project team. The team should consist of at least two unrelated applicants. Applicants must be residents of or work within the community that the project intends to serve. At least one member must be older than 18.

Name, Role/Activity with this Request	Complete Address	Email/Phone

Does your group have a business bank account or an agreement with a third party organization to receive funds on your behalf? **PLEASE NOTE: An agreement with a third-party organization should be established prior to submitting an application. The Annie E. Casey Foundation-Atlanta Civic Site will not release funds to personal accounts.**

Business Bank Account Third-Party Organization

Third party contact information:
Bank Name:
Bank Address:
Individuals with access to project funds: 1. 2.
Agreement date:

Does your group have any experience with managing funds (together or separately) or working with the partner indicated above?

Yes

No

Please discuss your response.

Section III: Request

1. Which focus area does this project address (check all that apply):

Neighborhood Transformation Education Achievement Family Economic Success

2. Describe your project. Indicate whether this project is part of a larger strategy or initiative. If it involves physical improvements, provide the address and submit pictures with your application (please insert photos below or attach them to your application).

3. Please list the milestone for this project and when you anticipate completing each.

Activity	Date
<i>Example: Distribute fliers for community cleanup</i>	<i>July 2013</i>

4. Is this a new project or a support for an ongoing initiative? Please indicate what you have accomplished so far.

5. What are your goals for the project? What are the indicators of success? You must have at least one measureable indicator.

GOAL	INDICATOR
<i>Example: Pick up trash from an abandoned lot</i>	<i>XX bags collected</i>

6. How you will you raise awareness for the project and ensure that neighborhood residents are involved? What impact will it have on the community?

7. How will your group sustain the project after the grant is complete?

8. Have you received a CIF grant previously? If so, what were your major accomplishments?

Section IV: Budget

Annual Operating Budget:

Amount Requested:

Please complete the expense table for the total cost of the request. Examples of approved grant expenses may include meeting expenses, food, equipment/space rental, professional services, fiscal agent fees (no more than 10% of ask), copying, marketing/advertising, materials or other direct expenses. Stipends or other compensation for time are not approved expenses. Please note that the amount requested column must equal the amount requested above.

Item	Total Cost	Amount Requested	Details (purpose, timing, in-kind, etc.)
TOTAL			

Has this project received funding from other sources? If so, please indicate source and amount.

SOURCE	AMOUNT
TOTAL	

Section V: Acknowledgment

Signatures may be typed. For resident networks, two signatures are required.

To the best of my knowledge, the information given in this application is accurate and complete. By authorizing this application, we attest to the accuracy of this data, and agree to the responsibility of managing this project if the grant is awarded.

Signature:	Title:	Date:
Signature:	Title:	Date:

SEND COMPLETED APPLICATIONS TO:

Akia D. Lewis
Grants & Operations Associate
alewis@atlantacivicsite.org

The Annie E. Casey Foundation - Atlanta Civic Site
477 Windsor Street, SW
Suite 304
Atlanta, Georgia 30312
ATTENTION: Community Investment Fund Application

For additional information, please call 404.222.3660. Thank you for your interest!

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