



City of Gonzales Community Action Grant Program APPLICATION

Thank you for your interest in making Gonzales an even better place to live via the Community Action Grant Program. Be sure to provide all information requested and submit to Gonzales City Hall by the deadline: Friday, August 25, 2017 at 4 p.m.

GROUP INFORMATION:

Group Name: _____

What is the purpose of the Group?

What activities or events does the Group organize?

What year did the Group begin? _____ Website: _____

Is your Group affiliated with a formal non-profit or other organization? ____ Yes ____ No

If Yes, please specify: _____

Core Group Leaders:

Name	Address	Cell/ Home Phone	Email
Primary Contact:			

GRANT REQUEST:

What is your Group proposing to do to improve Gonzales resident well-being and quality of life? Be sure to include likely dates of key activities, including start and end dates.

Which Gonzales residents are most likely to benefit most from this Project? How many?

Why is this Project needed?

Explain how this Project contributes to realizing the City Vision: *Gonzales will continue to be a safe, clean, family-friendly community, diverse in its heritage, and committed to working collaboratively to preserve and retain its small-town charm.*

BUDGET:

What is the total funding needed? _____

How much funding are you requesting from the Gonzales Community Action Grant Program? _____

How will your Group use a Grant Award from this Program? Please list specific items your Group is requesting funding for, the cost of each item, and likely source.

Item	Amount	Likely Source
<i>Example:</i> Neighborhood Watch Signs	\$200 <i>(8 signs x \$25/each)</i>	ABZ Printing

How will you make sure grant funding is used for only for the purpose of this Project?

ADDITIONAL INFORMATION:

Provide any additional information you would like considered.



Have an idea to make Gonzales an even better place to live?

If so, apply today for a Gonzales Community Action Grant.

PURPOSE: Why is this program being offered?

The City of Gonzales values its residents and community groups and knows they have great ideas for making Gonzales an even better place to live, play, learn, create, work, and serve. The program is an open call for civic-minded persons to get support to turn their creative community improving ideas into reality. Caring community members taking positive action together is a great way for improving resident well-being and overall quality of life throughout Gonzales.

ELIGIBILITY: Who can apply?

Any Gonzales resident or Gonzales-based community group working on a project or activity that will improve resident well-being and quality of life in a way that contributes to realizing the City Vision can apply.

***City Vision: Gonzales will continue to be a safe, clean,
family-friendly community, diverse in its heritage,
and committed to working collaboratively
to preserve and retain its small-town charm.***

To apply, a group must include two (2) or more volunteers who are responsible for the leadership of the group. At least one of these group leaders must be a Gonzales resident. Following is a representative listing of groups that are encouraged to apply; however, other groups with community improving project ideas are encouraged to apply as well.

- Senior citizens groups seeking to address the interests, assets, and needs of our community's elders;
- Children and youth groups providing opportunities for character and leadership development, improved fitness and health, acquisition of life skills, or other positive youth developmental outcomes as well as increased parent involvement and education;
- Art groups engaging residents in free art lessons, community art projects such as murals, and other visual, performing, &/or public arts experiences and exhibits;
- Advocacy groups focusing on neighborhood improvements such as: after-school programs, sidewalk improvements, park amenities, street lighting, farmers' markets, etc.; and
- Neighborhood or apartment associations, neighborhood watches that develop resident leadership to identify and resolve neighborhood issues, and enhance community safety.

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Groups ineligible include, but are not limited to, those with no involvement of Gonzales residents, and groups seeking funding for: religious activities, academic research; debt reduction or legal settlements; campaign funding; business expenses; and scholarships.

FUNDING: How much funding is available? What is the source of this funding?

Currently, a total of \$20,000 is available to support projects during the City's 2017-2018 Fiscal Year (July 1, 2017 – June 30, 2018).

- Grants will be made in the range of \$500 to \$5,000.
- Funding requests that specify a level of matching funds from a private source are highly encouraged.
- Funded groups may be required to open a checking account under the group's name.

Measure "K" Temporary Transaction and Use Tax is the funding source. Measure K was passed in November 2014 by 67% of the voters in Gonzales. A key purpose of Measure K is to: "*continue the development of innovative programs for economic growth and youth, adult and senior activities.*"

APPLYING: What is the process for applying for a grant? And what are the responsibilities required if awarded a grant?

To apply for a grant, a group needs to complete the following:

1. Participate in an Information Session on Wednesday, August 16, 2017 at 6:15 p.m. – 7:30 p.m. in the Community Room of the Gonzales Police Department; and
2. Submit a completed application no later than Friday, August 25, 2017 by 4:00 p.m. at City Hall.

All groups awarded a grant will fulfill these responsibilities:

1. Use the grant award only for the purposes stated in the Grant Application;
2. Awarded Groups are expected to have and use a bank account to assist in managing funds. Advisement on how to do so can be provided if needed;
3. Keep all receipts for project purchases;
4. Allow City and media coverage and publication of the group and project activities;
5. Submit a Grant Report, including receipts and photos; and
6. Make presentation to the Oversight Committee/City Council about the project.

SELECTION: How will projects be selected for a grant award?

Applications received by the deadline are screened for completeness, checked against eligibility criteria and forwarded to the Selection Committee for consideration. The criteria to judge the suitability of an application for a grant will include, but not necessarily be limited to, the following criteria:

- **Community Benefit:** To what extent does the project benefit the community, especially related to improving resident well-being, quality of life in Gonzales, and

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realizing the Gonzales City Vision?

- **Leadership:** Is there significant Gonzales resident leadership in devising the project and ongoing throughout the project?
- **Reach:** How many residents will benefit from the project? Is there to be involvement, collaboration, and/or partnership with other groups?
- **Leveraging of Resources:** What a resource has the group secured or will seek to support the project's success beyond this program's funding? What are the sources of in-kind support (e.g., volunteers, donated supplies/materials, etc.)?
- **Completeness of Application:** Is the application complete? Does the group clearly communicate why it should be awarded a grant and how it will ensure stewardship of the grant award?

TIMELINE: What is the timeline for this Grants Program?

1. Applications Available at City Hall and on the City website: Wednesday, July 26, 2017.
2. Mandatory Applicant Information Session: Wednesday, August 16, 2017, 6:15 p.m. – 7:30 p.m. at the Community Room of the Gonzales Police Department.
3. Application Deadline: Friday, August 25, 2017 by 4:00 p.m. at City Hall.
4. Measure 'K' Oversight Committee (Subcommittee) Meeting to Evaluate Applications: Wednesday, September 6, 2017.
5. Measure 'K' Oversight Committee Meeting to Select and Recommend Grant Awards: Tuesday, September 19, 2017 at 6:00 p.m.
6. City Council Meeting to Consider and Award Grants: Monday, October 2, 2017.
7. Applicants Notified of Decision: Tuesday, October 3, 2017.
8. Mandatory Grantee Orientation: Wednesday, October 18, 2017, 6:15 p.m. – 7:30 p.m., location to be announced.
9. Projects Implemented: Between Thursday, October 19, 2017 to Friday, June 1, 2018.
10. Within 2 Weeks of Project Completion: Granted groups submit project report.
11. Within 30 Days of Project Completion: Granted groups make brief presentations to the Oversight Committee/City Council.