

Community Projects Grant Workshop

FY 2017-18 Funding Cycle

Background

- Memorandum of Understanding between the City of Simi Valley and Waste Management
- \$150,000 is awarded annually for community projects to local 501 (c)(3) non-profit organizations serving Simi Valley

Eligibility Requirements

- Incorporated 501 (c)(3) and provided backup data
- Disclosure of Headquarters' Location
- Disclosure of Satellite Locations
- Single Application and/or Joint Application
 - Applications for non-duplicative scope of work
- Projects and programs that benefit Simi Valley

Grant Awards/Requirements

- Minimum Grant \$10,000
- Maximum Grant \$150,000
- Direct Costs
 - Funds associated with running the program
- Indirect Costs are ineligible
 - i.e. rent or administrative costs
- Projects and programs that benefit Simi Valley
- Expenditure Period
 - July 1, 2017 to June 30, 2018

Application and Content

- Application period March 23 to April 5 (submission must not be later than 11:59 p.m. on April 5)
- Applications may be submitted online by visiting www.simivalley.org/GrantApplication
- Applications are available for public review

Changes to Award Process

- Establishment of Review Committee
- Consists of Neighborhood Council, Council On Aging, Youth Council, and Community Member-at-Large
- Minimum request amount lowered to \$10,000
- Applicants must be located in Simi Valley, 50% served from Simi Valley or 100% of project benefits Simi Valley
- Committee Orientation meeting scheduled for April 18
- Public Meeting with Review Committee scheduled for April 25 at 5:00 p.m.
- All applicants should attend public meeting to present and answer questions
- Award Recommendations will be made for City Council consideration

Award Process

- Staff will prepare and present a staff report to include the Review Committee's recommendation for City Council consideration
- City Council reviews/approves funding at the May 15 City Council meeting
- City Council's decision may be different from the Review Committee's recommendation
- All applicants are encouraged to attend the City Council meeting to be available to answer any questions
- Applicants will be notified of awarded funding following the meeting

Helpful Suggestions for Applying

- All sections of the application must be completed
- Scope of Work should be concise and detailed, delineating costs, anticipated timeline
- Explain how the community will benefit from your project and how it helps meet the community's needs
- Illustrate ability to complete the project within the time frame
- This is a competitive process so be thorough & detailed
- Provide a clear budget of the proposed request

2016-17 Recipients

- All It Takes
- Coalition for Family Harmony
- Conejo Valley Senior Concerns
- Forever Found
- Interface Children & Family Services
- Not One More
- Simi at the Garden
- Simi Youth Baseball
- Society of St. Vincent de Paul



Prior Applicant Requests Have Totaled Over 1.2 Million



Workforce Coalition



Ventura County Foster Parent Assoc.



YMCA Southeast Ventura County



Grant awards totaled \$150,000



Examples of Successful Scopes of Work

- Energy Efficiency (example)

LED lights are today’s most efficient way of illumination, with an estimated energy efficiency of 80% - 90%, compared to conventional light bulbs that operate at 20% energy efficiency because 80% of the electricity is lost as heat.

- Provide history; facts related to necessity (example)

Ventura County ties Fresno County with the highest rate of reported domestic violence in California.

Each year law enforcement in Ventura County receives approximately 7,000 domestic violence related calls.

- Break out costs (example)

\$5,000 Office set up (furniture, shelving, computer, printer, and office supplies)

\$6,000 Care Bags (bag, blanket, clothes, pajamas, back packs, & other necessities)

\$3,000 Gift cards (these are provided to teens to give them a choice in what they wear)

- Tables are a good visual tool

Item:	CP Grant	Agency Match	Total Project
Volunteer labor for landscaping	\$10,000	\$2,500	
Playground Equipment	\$20,000		
Totals:	\$30,000	\$2,500	\$32,500

Following Award Announcements

- Contracts executed in June
- Funding is disbursed in July
- Quarterly Expenditure Reports will be required and submitted to the City Council for review
- Expenditure Reports are subject to audit
 - Maintain all receipts and applicable records
 - Funds can be recalled if they are not utilized within the timeframes and/or do not meet the requirements approved in the scope of work

Deadline

- Grant applications submitted after 11:59 p.m. Wednesday, April 5, 2017 will not be accepted

Assistance

- Please contact us if you have questions; we are here to assist you

805.583.6864

Question and Answer Period



?

?

?

?



**Thank You For Attending the
Community Projects Grant Workshop
and
Good Luck!**