



## COMMUNITY IMPACT GRANT PROGRAM FOR NON-PROFITS IN ELBERTON

### Overview

The Community Impact Grant Program for Non-Profits in Elberton is an annual, application based, grant program which provides grants to non-profit organizations who operate within the City of Elberton and who work to improve the quality of life in the community. Both operational and programmatic grants are funded. A total of \$52,500 of funding is available in fiscal year 2025. The deadline for applications is November 1, 2024. Grant applications between \$1,000 and \$7,500 will be considered. The total maximum amount awarded to a single non-profit is \$7,500. Award amounts are at the discretion of the City, and awards may be less than the amount requested.

### FY 2025 Key Dates

October 1, 2024	Applications will begin to be accepted by the City
November 1, 2024	Deadline to receive all applications for FY 2025
November 15, 2024	The City approves the applications selected for FY 2025 funding.
December 13 , 2024	Grant agreements and related documents are executed by all parties; funds will be released upon execution of all agreements.

### Eligibility – Who/What is Eligible?

- All non-profits registered as public charities with the Internal Revenue Service under code section 501(c)3 and registered with the State of Georgia Secretary of State.
- Applicants must operate and serve within the city limits of Elberton and have a point-of-presence within the city limits of Elberton.
- Programs/projects must meet a measurable or demonstrable need in the City of Elberton.
- Programs/project must not discriminate in terms of program provision, and the applicant organization must not discriminate in staffing or hiring decisions.
- Funds must be used specifically for the purposes stated in the application.

### Who/What is NOT Eligible?

- For-profit companies
- Local units of government or divisions thereof
- Religious institutions or houses of worship
- Grants to individuals, families, or for personal needs or expenses
- Bands, sports teams or other groups without a philanthropic project
- Classroom, teacher, or school grants including school sponsored clubs
- Annual appeals, fundraising campaigns, or membership contributions, endowment or reserve-building
- Fundraising events such as galas, golf tournaments, walk-a-thons and fashion shows
- Projects aimed at promoting a particular religion or construction projects for religions institutions
- Organizations or projects that discriminate based upon race, gender, sex, age, color, religion, national origin, marital status, sexual orientation, disability, citizenship status, military service/veteran status, or any other category protected under state or local law

- Political campaigns or projects aimed at promoting a particular political party or candidate or any other lobbying activities
- Grant for capital campaigns

#### Types of Community Grants to be Awarded

**Program Grants** are defined as grants funding a specific project or program. This can be a one-time project or an ongoing, repetitive program to serve a need in the community. To be considered, applicants will be required to successfully complete the application, including submitting a detailed program budget. **Operational Grants** are defined as unrestricted grant funding available to the organization to use as needed. In order to be considered, applicants will be required to successfully complete the application, including submitting an operating budget. Operational grants are an opportunity to fill in the gap between revenue and expenses. All grant recipients will be required to provide and accounting of all monies spent by June 30, 2025. Failure to comply will result in disqualification of all future grants.

#### Application Requirements and Procedure

Applications will be filed with the City Clerk of the City of Elberton by the due date. All applications received by the due date will be considered as priority applications. After the due date, any applications received during the fiscal year will be considered on a first come, first served basis until all grant funds allocated for the fiscal year are awarded. Electronic submissions by email are acceptable. Once received, the City Clerk will verify that the application meets all requirements for completeness including proof of non-profit status. Next, applications will be reviewed by the City Manager or his designee who will score and rank the applications. Successful awards will be announced publicly and recipient consents to the use of their image or likeness in any promotional activities by the City of Elberton.

#### Scoring and Ranking of Applications

Applications will be reviewed for completeness before scoring. If applications do not meet the minimum criteria or are incomplete, they will be rejected and not scored. Complete applications will be scored and ranked using the following criteria:

1. Is the application for a Program Grant (5 points) or for an Operating Grant (3 points)?
2. Is the application for \$5,000 or less (5 points) or for more than \$5,000 (3 points)?
3. Did the organization receive funding from the City of Elberton in the last two fiscal years (0 points), in one of the last two fiscal years (3 points), or no funding in the last two fiscal years (5 points)?
4. Will this application serve a broad segment of the entire community of Elberton (1 to 5 points)?
5. Will this grant provide needed solutions to make a larger impact that would otherwise not be possible without this grant funding (1 to 10 points)?

TOTAL AVAILABLE POINTS IS 30.

#### Grant Agreement and Legal Requirements

A grant contract will be prepared and executed by the applicant organization and the City before an award is made in accordance with State law. An IRS Form W-9 shall be submitted to the City prior to the disbursement of any grant funds. All information received from an applicant including an application, copies of receipts, or grant performance reports may be disclosed upon receipt of a request for disclosure pursuant to Georgia's Open Records Act.