

GRANT ANNOUNCEMENT

2020/2021

HISTORICAL GRANT

Application Deadline: OCTOBER 26, 2020 @ 4:00 P.M.

Submit Application to:

Commissioner Chris Rodgers
c/o: Marcos San Martin
1819 Farnam Street
Suite LC 2
Omaha, NE 68183

Original application must be submitted with 4 additional complete copies (5 in total).

No faxed or e-mailed copies will be accepted.

No Exceptions.

<u>Contact:</u>	Brenda Council (402) 578-2037 bcouncil1225@gmail.com	Councilman Ben Gray (402) 444-5524 ben.gray@cityofomaha.org	Commissioner Chris Rodgers (402) 444-7025 chris.rodgers@douglascounty-ne.gov
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Applications are available in electronic form. You may obtain an electronic copy of this grant application via the Douglas County website at <http://www.douglascounty-ne.gov> or the City of Omaha's website at <http://www.cityofomaha.org>. Please contact Douglas County's Administrative offices at (402) 444-7025 for assistance with the application form.

FUNDING CRITERIA

The Historical Grant Committee has received funding from the State of Nebraska **to showcase important historical aspects of specific areas within Omaha or to assist with the reduction of street and gang violence in such areas.** Per state statute, funding awarded by the Historical Grant Committee **must be allocated in the target area as defined by the attached map or within close geographical proximity to the target area as defined by the attached map if the project would have significant or demonstrable impact on the target area.**

The Historical Grant Committee (“Committee”) has developed additional principles to guide the review and award process:

- The Committee is open to new proposals of any amount, although the anticipated grant awards will not exceed \$10,000.
- An applicant’s activity or program must meet grant criteria as required in one of two categories: “historical” or “violence reduction;” **however, preference will be accorded to grants demonstrating impactful historical activities or programs.**
- The Committee prefers that applicants requesting funding for violence reduction purposes **provide data to support a significant and demonstrable impact in reducing gang violence and crime.**
- **The Committee intends to limit the receipt of funds for violence reduction purposes to a maximum of three cycles for the same project/program. In order to receive funding for more than three grant cycles, the entity must provide overwhelming evidence of significant and demonstrable impact to the population served.**
- When the Committee is presented with two programs similar in function or overall goal, preference will be given to the program with most financial need.
- **Collaboration with other organizations serving the community is favorable to the Committee and the Committee may provide additional preference, depending on subject matter and substance, if collaboration is included in an applicant’s proposal. The Committee may also require collaboration as part of contingencies associated with a grant award. In such cases, confirmation of collaboration may be required by letter.**

2020-2021 HISTORICAL GRANT APPLICATION

HISTORICAL GRANT GUIDELINES

1. Please type or legibly print this application using the forms provided.
2. Only one application may be submitted per entity *unless* the agency is acting as a fiscal agent for another organization.
3. Eligible applicants must be 501(c)(3) nonprofit organizations, or organizations partnering with a fiscal agent that is a 501(c)(3) nonprofit organization, as defined by Internal Revenue Code. **Application must include a copy of a determination letter from the IRS affirming 501(c)(3) status. NO EXCEPTIONS.** If this grant request is awarded to an organization partnering with a fiscal agent, the check will be distributed directly to your organization but made out to the fiscal agent. **The fiscal agent accepts responsibility for the distribution of the funds as described in the grant application.**
4. The proposed programming must serve the community in the specific areas defined by the attached map or projects may be close in geographical proximity to the target area as defined by the attached map if the project would have significant or demonstrable impact on the target area.
5. **The Historical Grant Committee expressly reserves the right to reject any and/or all applications or to request more information from any and/or all applicants. Additional contact, correspondence, or site visits with the Historical Grant Committee, when necessary, will be conducted following preliminary review of proposals.**
6. The grant application and other submitted documentation must be submitted with four additional copies (**five in total**).
7. Grant applicants must complete the attached Historical Grant Application, outlining use of the requested funds. **Failure to complete the entire application may result in the rejection of your fund request.**
8. All grant awards allocated **must be spent no later than November 29, 2021** (approx. 11 months after award determinations). Any monies that your organization has not encumbered by this deadline shall be returned to the Historical Grant Committee.
9. Those who receive Historical Grant funding will be expected to provide the Historical Grant Committee an *Interim Report*, no later than **June 28, 2021**, detailing the current progress of the funded program via a brief narrative report.

10. Those who receive Historical Grant funding will be expected to provide the Historical Grant Committee a narrative *Final Report* of the project, along with *a detailed listing of expenditures* to The City of Omaha, c/o Chris Rodgers, 1819 Farnam Street, Suite LC 2, Omaha, NE 68183, no later than **November 29, 2021**, accompanied by copies of receipts, cancelled checks, signed contracts, bank account website copies, and/or other documentation that substantiates all award expenditures.
11. **Failure to submit *Interim and Final Reports* and accompanying documentation may disqualify a recipient from future funding.**
12. Submit the complete grant application to Commissioner Chris Rodgers, c/o: Marcos San Martin, 1819 Farnam Street, Suite LC 2, Omaha, NE 68183. All grant requests must be submitted by **October 26, 2020 by 4:00 PM. NO EXCEPTIONS.**
13. The Historical Grant Committee will review all timely submitted applications and will announce the grant award(s) on or about **December 21, 2020**. Applicants will be contacted regarding the status of their application.

COVID-19 PANDEMIC GUIDANCE

The Historical Grant Committee understands all local organizations are experiencing challenges related to the current pandemic and grant-supported activities for many recipients of the 2019-20 Historical Grant Award have been affected to some degree.

2019-20 Historical Grant Awards will NOT be extended past the award end date of November 30, 2020. All currently funded recipients who have cancelled their award funded activities or postponed award funded activities or events until after November 30, 2020 should return award funds to the Historical Grant Committee. However, applicants whose postponed events are scheduled to take place in the new, upcoming award period are encouraged to apply for rescheduled activities in this application cycle. The Historical Grant Committee will consider honoring requests for previously awarded activities in the new award period.

2020-2021 HISTORICAL GRANT APPLICATION

There are four main sections of the Historical Grant Application: **Program Narrative, Financial Information, Evaluation, and Board Information.** Please carefully read the explanations of what should be included in these sections of your application.

Program Narrative (Page 3) – *two page limit, double-spaced, 12 pt font*

Organizational Introduction: Brief description and background information including mission statement.

Amount: Amount requested.

Purpose: Purpose of the request.

Project Summary & Objectives: Present a concise summary of the project and its most important benefit. State specific, measurable project objectives.

Sustainability: Describe how your organization will sustain this program once grant funds have been spent.

Financial Information (Pages 4-7)

Budget Summary (Part A): This is an overview of the budget for your program and your organization.

Organizational Budget (Part B): Current financial information for your organization.

Proposed Program Budget (Part C): List sources and amounts of all income including this request and the status of each request (confirmed or pending); list expenses related to the program including justification sheet.

Project Budget Justification Sheet (Part D): Describe each expense, providing a detailed explanation of each line item.

The figures throughout this section must be consistent or accompanied by a sound rationale explaining any discrepancies.

Please type financial information. Hand-written budgets will not be accepted.

Evaluation (Page 8) – *one page limit, double-spaced, 12 pt font*

Evaluation of the Program: Discuss how you will know if this program is successful. How will you measure this?

Board Members (Page 9) – *two page limit, 12 pt font*

List of all current board members, the role they serve, and professional affiliations.

2020-2021 HISTORICAL GRANT APPLICATION

Application Checklist:

- ✓ Cover Page
- ✓ Questionnaire for 2019-20 Historical Grant Recipients
- ✓ Program Narrative, with the headings provided; not to exceed two pages.
- ✓ Financial Information, including the budget summary, organizational summary, program budget, and project budget justification sheet. Numbers throughout this section must be consistent.
- ✓ Evaluation; not to exceed one page.
- ✓ List of current board members including the role they serve and professional affiliations; not to exceed two pages.
- ✓ Complete the attached W-9 Form. If using fiscal agent, attach updated W-9 form for both applicant and fiscal agent. (Please note: award checks are made out to name and address on W-9.)
- ✓ IRS 501(c) (3) determination letter

Historical Grant Committee – Grant Application

Cover Page

Application Date: _____

Federal Tax ID Number: _____

Please type the following information.

Organization Name

Contact Person

Email Address

Telephone Number

Mailing Address

City

Zip

County

Executive Director or CEO

Website

Fiscal Agent Name *(if applicable)*

Fiscal Contact Person & Title

Fiscal Agent Mailing Address

Fiscal Agent City

Zip

Telephone Number

Name of proposed program: _____

Please provide a brief summary of your request:

Dollar Amount Requested: _____

Total Program Cost: _____

Historical Grant Committee – Grant Application

Program Narrative
Please use the headings below
(Please limit to two pages)

Organizational Introduction:

Amount:

Purpose:

Project Summary & Objectives:

Sustainability:

Historical Grant Committee – Grant Application

Financial Information

All financial information (Parts A-D) must be typed, NOT hand-written

Budget Summary - Part A

Program Budget Summary for this Proposal

(Must match figures in Part C, Proposed Program Budget)

1.	Applicant's contribution from operating funds, if any	\$
2.	Amount of this request	\$
3.	Amount of other pending requests, if any (list them here)	\$
4.	Amount of other confirmed requests, if any (list here)	\$
5.	Amount of in-kind contributions	\$
6.	Total Income (1+2+3+4+5=6)	\$
7.	Total Expense	\$
8.	Balance (6-7=8)	\$

Total Income & Expense Summaries for the Organization

	Actual Income & Expenditures <i>(From tax returns or audits)</i>	Budgeted <i>(Must match figures in Part B, Org. Budget)</i>	Budgeted <i>(If available)</i>
	Last fiscal year ending	Current fiscal year ending	Next fiscal year ending
Income	\$	\$	\$
Expense	\$	\$	\$
Net	\$	\$	\$

Historical Grant Committee – Grant Application

All financial information (Parts A-D) must be typed, NOT hand-written

Organizational Budget - Part B

(Current Year)

INCOME

Source	Amount
Government grants & contracts (local, state, federal)	\$
Foundations	\$
Corporations	\$
United Way or other federated campaigns	\$
Individual contributions	\$
Fundraising events & products	\$
Membership & fee income	\$
Investment Income	\$
Other <i>(please specify)</i>	\$
Total Income	\$

EXPENSES

Item	Amount
Salaries & Wages	\$
Insurance, benefits & related taxes	\$
Consultants & Professional Fees	\$
Travel	\$
Equipment	\$
Supplies	\$
Printing & Copying	\$
Telephone	\$
Postage	\$
Rent & Utilities	\$
Depreciation	\$
Other <i>(please specify)</i>	\$
Total Expenses	\$

Net <i>(income less expenses)</i>	\$
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Historical Grant Committee – Grant Application

All financial information (Parts A-D) must be typed, NOT hand-written

Proposed Program Budget Sheet - Part C (For Requested Funds)

A. Salaries		In-Kind	
Total Salaries	\$	Total	\$
B. Benefits		In-Kind	
Total Benefits	\$	Total	\$
C. Contracted Services		In-Kind	
Total Contracted Services	\$	Total	\$
D. Supplies		In-Kind	
Total Supplies	\$	Total	\$
E. Travel		In-Kind	
Total Travel	\$	Total	\$
F. Other		In-Kind	
Total Other	\$	Total	\$
G. Indirect Costs		In-Kind	
Total Indirect Costs	\$	Total	\$
Total Requested	\$	Total In-Kind	\$

Historical Grant Committee – Grant Application

All financial information (Parts A-D) must be typed, NOT hand-written

Project Budget Justification Sheet - Part D

A. Salaries:

B. Benefits:

C. Contracted Services:

D. Supplies:

E. Travel:

F. Other:

G. Indirect Costs:

Historical Grant Committee – Grant Application

Evaluation
(Please limit to one page)

Evaluation:

Historical Grant Committee – Grant Application

Board Members

List of current board members, the role they serve and professional affiliations including employer and title.

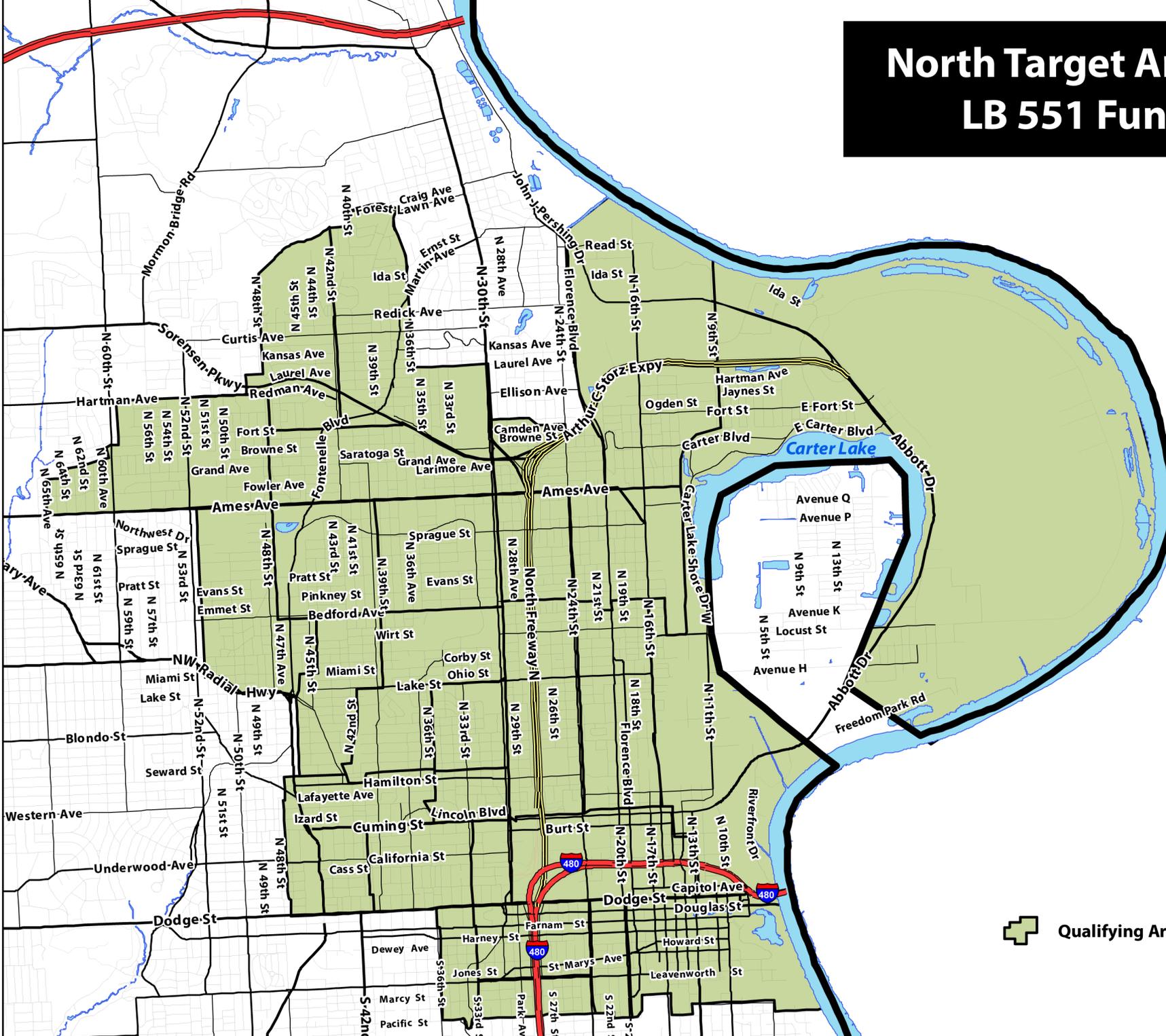
(Please limit to two pages)

Embedded Adobe XML Form

The file <https://www.irs.gov/pub/irs-pdf/fw9.pdf> is an Adobe XML Form document that has been embedded in this document. Double click the push pin to view. Please complete a required W-9 form.



North Target Area for LB 551 Funds



 Qualifying Areas

Douglas-Omaha GIS
October 1, 2008

Do Not Attach This Page to Application