

Neighborhood Partnership Grant Program - 2008

New Neighborhood Grant

To be used for Clean-up/Beautification/Newsletters/Meetings/Refreshments

\$500-\$3,000

Funded by:

CHASE

City of Canton

Stark Community Foundation

GUIDELINES

WHAT IS THE PURPOSE OF THIS PROGRAM?

1. To encourage and support the work of neighborhood-based groups/organizations trying to improve the quality of life in their neighborhoods.
2. To promote resident participation and leadership in neighborhood-based groups/organizations.
3. To invest in and build on the existing strengths and assets of Stark County's neighborhoods.
4. To learn through this program how Neighborhood Partnerships can be effectively invested to support strong and stable neighborhoods throughout the county.

HOW WOULD NEIGHBORHOOD GROUPS/ORGANIZATIONS QUALIFY FOR GRANTS?

1. You must have attended the application workshop before submitting a grant application. Neighborhood leaders must have graduated from Neighborhood Leadership Training and attended Neighborhood Leadership Council meetings the second Monday of each month except July & August.
2. Grants are for Neighborhood Associations. Neighborhood associations must operate with officers and conduct at least six meetings per year. Monthly meetings are **strongly encouraged**.
3. Funds cannot be used for projects that primarily benefit a church.
4. Landscaping projects must be permanent improvements to the area. (i.e. shrubs/trees)
5. You must apply at this level for **two years** before becoming eligible for a Large Grant.
6. Neighborhood organizations are encouraged to have their own 501(C)3. Neighborhood organizations using a fiscal sponsor instead, must have their fiscal sponsor complete the attached Fiscal Sponsorship Agreement and provide a copy of the fiscal sponsor's most recent IRS letter indicating 501(c)(3) tax-exempt status.
7. Cannot pay for volunteer costs.
8. For projects that require trash bags, contact Gary Zink at SureFit Auto, trash bags are given free to established Canton neighborhood associations.
9. Supplies/Equipment/Tool Projects may address blight/slum conditions (i.e. overgrown, unmaintained, unsightly property as identified and agreed upon by neighborhood residents), on property that is unmaintained due to inability of property owner to maintain (i.e. disabled, elderly or disadvantaged property owner). A "tool" project must be accessible to all neighborhood residents and be centrally controlled and maintained by a neighborhood association. Projects involving equipment or tools must be planned in coordination with other beautification/clean-up project.
10. Other project ideas that benefit and involve residents, and are realistic and well-planned will also receive full consideration.

HOW MUCH MONEY SHOULD MY GROUP/ORGANIZATION REQUEST?

Grant awards from **\$500 to \$3,000**

Application Deadline: January 23, 2008 by 4:00 p.m.

Grants Awarded: April 22, 2008

If you have questions or need assistance with the application, please contact Marilyn Thomas Jones, Program Officer, (330) 454-3426

Stark Community Foundation, 400 Market Avenue North, Suite 200, Canton, OH 44702. E-mail: mtjones@starkcf.org

2008 Neighborhood Partnership Grant Program

A Collaborative Funding Initiative of
Chase-The City of Canton--Stark Community Foundation

2008 NEW NEIGHBORHOOD GRANTS (\$500 - \$3,000)

To be used for Clean-up/Beautification/Newsletters/Meetings/Refreshments.

APPLICATION FORM

(Please type or print clearly)

DO YOU HAVE A GOOD IDEA THAT WOULD HELP YOUR NEIGHBORHOOD?

Please complete all questions in the space provided. Return to Stark Community Foundation, 400 Market Avenue North, Suite 200, Canton, OH 44702, by 4 p.m., Wednesday, January 23, 2008. If you have any questions, please call Marilyn Thomas Jones at Stark Community Foundation, 330-454-3426.

SECTION 1 – GENERAL INFORMATION

Name of Neighborhood Organization: _____

City Neighborhood Location: (Check one) N.W. S.W. N.E. S.E.

Name of Person completing this form: _____

Name of Neighborhood Chairperson: _____ Phone Number: _____

Mailing Address: _____

AMOUNT REQUESTED:
Brief description of project(s):*

***Your brief description of your project(s) must be in the space provided above – not on an additional sheet . Thank you.**

Please list the years and amounts of your previous NPGP grants: _____

Is your Neighborhood Organization a 501 (c)(3)?

Yes If yes, please attach a copy of your 501 (c)(3) status verification letter

No If no, you must have a fiscal sponsor (501(c)(3), church, etc. that has agreed to be distributor of your grant funds. Please list the name of that organization _____.

Please have your fiscal sponsor (1)read the page entitled Fiscal Sponsorship – Doing It Right, (2)complete the attached Fiscal Sponsorship Agreement and (3) provide a copy of the fiscal sponsor’s most recent IRS 501(c)(3) status verification letter.

7. Stark Community Foundation provides Neighborhood Leadership Training (NLT) to neighborhoods. In accepting a grant from NPGP, you are expected to send leaders/representatives from your organization to NLT. Are there leaders/representatives from your organization who will be able to attend the Neighborhood Leadership Training? No Yes

a) Please list the names, addresses and phone numbers of neighborhood representatives from your organization that will participate in Neighborhood Leadership Training 2008:

Name	Address	Telephone Number

b) Please list the names of neighborhood representatives from your organization that have already participated in Neighborhood Leadership Training:

2007 NEIGHBORHOOD PARTNERSHIP GRANT PROGRAM
Volunteer Pledge Form

Organization: _____

Project Name: _____

Name	Address	Telephone	Hours Committed



Fiscal Sponsorship – Doing It Right

Adopted by Board of Trustees on May 26, 2005

Guidelines

Fiscal Sponsorship arrangements typically occur when an organization has not received its not-for-profit tax exempt status. For purposes of this policy, we will refer to such an organization as a “Fiscal Sponsored Agency”. When a Fiscal Sponsored Agency is interested in seeking financial support from a public charity, a private foundation, or a governmental entity, it may need to make arrangements to obtain a Fiscal Sponsor, an organization that has tax-exempt status and will accept grant moneys on behalf of a Fiscal Sponsored Agency. By law or preference, the funding source may make payments only to organizations who have received a 501(c)(3) tax-exempt status from the Federal Government. Thus, the Fiscal Sponsored Agency may seek a Fiscal Sponsor to receive and distribute the funds to it.

A Fiscal Sponsor is legally responsible for the entity which it sponsors, including the Fiscal Sponsored Agency’s compliance with grants awarded. The services provided by the Fiscal Sponsor may include financial assistance (financial statements, record keeping), insurance coverage (volunteers, general liability), human resources administration (benefits, payroll), and/or general administration (legal advice, grant progress reports).

The Stark Community Foundation’s Distribution Committee has adopted a guideline effective May 26, 2005, that requires a Fiscal Sponsor to be an organization in good standing whose tax exemption has been recognized with a determination letter from the Internal Revenue Service under Section 501(c)(3). Furthermore, the Stark Community Foundation requires that a written Fiscal Sponsorship Letter of Agreement must be in place between the Fiscal Sponsored Agency and the organization serving as Fiscal Sponsor before a grant agreement can be finalized. The Fiscal Sponsorship Letter of Agreement must include the following:

- Services to be provided by the Fiscal Sponsor;
- Sponsorship fees, if applicable;
- Procedure for disbursement of grant funding to Fiscal Sponsored Agency;
- Other requirements, as agreed upon by the Fiscal Sponsor and the Fiscal Sponsored Agency;
- Identification of the contact person at the Fiscal Sponsor for follow-up on grant implementation and reporting;
- Signature of the Board President and Executive Director of both the Fiscal Sponsor and the Fiscal Sponsored Agency; and
- A provision that Stark Community Foundation may examine fiscal records of the Fiscal Sponsor and the Fiscal Sponsored Agency if it requests them.

The Fiscal Sponsor has the ultimate authority and the responsibility to see that grant funds are used for the purpose intended. A Fiscal Sponsorship Letter of Agreement is a mechanism to clarify expectations of both the Fiscal Sponsor and the Fiscal Sponsored Agency, and serves as assurance to the Stark Community Foundation that the Fiscal Sponsor clearly understands its responsibilities in regard to the project.

If you have questions regarding the Fiscal Sponsorship Guidelines, please contact Cindy Lazor at the Stark Community Foundation office, (330) 454-3426 or e-mail cmlazor@starkcf.org.

Stark Community Foundation
400 Market Avenue North
Suite 200
Canton, Ohio 44702
Phone (330) 454-3426
www.starkcommunityfoundation.org

STARK COMMUNITY FOUNDATION FISCAL SPONSOR INFORMATION

This form is for organizations that do not have an IRS 501(c)(3) tax-exempt status. Grants approved will be made payable to the Fiscal Sponsor as the tax-exempt organization representing the grant seeker. As a Fiscal Sponsor, the organization assumes fiduciary responsibilities for this project.

Name of the Fiscal Sponsored Agency: _____
 Name of the Fiscal Sponsor: _____
 Address: _____
 Executive Director: _____
 Telephone number: _____
 E-mail address: _____
 Board Chairman: _____

The Fiscal Sponsor must provide the following information:

- Services to be provided by the Fiscal Sponsor:

- Sponsorship fees, if applicable:

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- Procedure for disbursement of grant funding to Fiscal Sponsored Agency:

- Other requirements, agreed upon by the Fiscal Sponsor and the Fiscal Sponsored Agency:

- Identification of the contact person at the Fiscal Sponsor's Agency for follow-up:

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The Stark Community Foundation may examine fiscal records of the Fiscal Sponsor and the Fiscal Sponsored Agency if it requests them.

- Signature of the Board President and Executive Director of both the Fiscal Sponsor (**FS**) and the Fiscal Sponsored Agency (**FSA**) as proof of agreement to all of the above and that they have read the **Fiscal Sponsorship – Doing It Right Guidelines:**

FS Board President:
FS Executive Director:
FSA Board President*:
FSA Executive Director**:

* FSA may operate with a Chairman or President

** FSA may operate with a Vice Chairman or Vice President