

SoMa Community Action Grant

IMPORTANT DATES TO REMEMBER

Community Action Grant

APPLICATIONS DUE:

June 10th, 2022

By 5:00pm

Return completed application emailed as a PDF to:

info@somacommunitycollaborative.org

For more information or assistance contact the Community Action Grants Coordinator
Kalina King at kking@successcenters.org or 415-510-1984

See website www.sfmohcd.org for more information.



SUCCESS CENTERS

Empowerment through
Education, Employment & Art

Overview

As a joint initiative between the Mayor's Office of Housing and Community Development and the SoMa Community Stabilization Fund, Community Action Grants range in size from **\$1,000 to \$5,000**, with projects to be completed by December 31, 2022. Examples of previously funded projects:

- “*Barrio Fiesta*” – A one-day community event where the neighborhood comes together and experiences culture, food, games, and performances highlighting the talents of different sectors in the South of Market Community.
- “*Bessie Carmichael Filipino Bilingual Classroom Parents*” – Promoting and strengthening the Filipino Language program at Bessie Carmichael
- “*Heroes in Our Windows*” – Window artwork in homage to the SOMA Pilipinas community local heroes that serves as a public art display at the Bayanihan Center.

Types of Action Grants

1. Community Member-Led Action Grants: 2 or more community members can work with SoMa residents in the design and implementation of projects that address the 4 goals mentioned above.

2. Organization-Led Action Grants: SoMa organizations can design projects that benefit the broader SoMa community. Funds are to be used to host community events, or for projects focused on improving community spaces like parks, commercial corridors, and other historical/cultural landmarks. These projects are organization-led but require active community engagement and foster cross-cultural and/or intergenerational community building.

GRANT GUIDELINES

- Expenses included in the grant budget must be incurred by December 31, 2022.
- Projects must have at least 3 working members.
- Projects must serve the SoMa community and/or located in SoMa.
- Community-based groups (faith-based, neighborhood-based, etc.) can submit up to two project ideas per grant, but only **one grant per organization** will be awarded.
- Members of the project should commit to staying with the group during project implementation. Some turnover is expected, but the group should stay relatively consistent for the time that it takes to complete the project.
- Residents and workers of SoMa should not be denied entrance to or participation in a Community Action Grant event due to their inability to pay an entrance fee.
- Grant funds may not be used to support a political campaign or candidate.
- Grantees must conduct a short informational and planning session with the Community Action Grant Coordinator and submit appropriate documentation and reporting requirements upon completion of project.
- Grantees are expected to attend SoMa Community Collaborative's monthly meetings as often as possible.

Grants cannot pay for:

1. Stipends for agency staff time
2. Rental of office space
3. Political activities
4. Equipment (copy machine, adult bicycles, furniture, computers, etc.)
5. Professional development for agency staff
6. Expenses without verifiable receipts and/or invoice statements without supporting documents
7. Funds used to subsidize existing agency activities

PROJECT SELECTION

- The SoMa Community Collaborative members will review and rank projects according to how well they meet the stated goals
- In order to submit a ranking as part of the project selection, groups must demonstrate regular participation in the monthly SoMa CC meetings.
- Each SoMa CC organization will have one ranking submission regardless of the number of representatives present.
- Ultimately, the decision-making process is guided by those in attendance at the SCC meeting dedicated to application selection. In prior years, criteria used in the decision-making process was:
 - a) **How well the project serves the community**
 - b) **Who is impacted/served by the project (i.e. seniors, low-income households, families, etc.)**
 - c) **Budget specifics (i.e. does the budget match the request)**
 - d) **Whether or not the project can be completed with partial funds**

TECHNICAL ASSISTANCE

Technical assistance will provide projects during the application phase and planning phase to help solidify the vision as well as provide feedback around the activity and budget details. Additional assistance will be provided on an as-needed basis throughout the grant term. Contact Kalina King at kking@successcenters.org or 415-510-1984 for technical assistance.

REPORTING REQUIREMENTS

- Original receipts for all expenses
- Copies of participant sign-in sheets
- Pictures of final project and of project implementation, where relevant
- Copies of fliers and other outreach materials
- End-of-project final report to reflect on the impact of this effort once the project is finished

FUNDING AND TIMELINE

COMMUNITY ACTION GRANT APPLICATION RELEASED	May 23, 2022
PROJECT APPLICATION DUE	June 10th, 2022 @ 5:00 pm
PROJECT PROPOSAL SELECTION	July 13th, 2022 @ 10:00 am
GRANTEE ANNOUNCEMENT	July 15th, 2022
GRANT IMPLEMENTATION	January 1, 2022
GRANT END DATE	December 31, 2022

****Please note, failure to follow timeline and reporting requirements may result in ineligibility for future Community Action Grant opportunities****

COMMUNITY ACTION GRANT APPLICATION

DUE: Friday, June 10th, 2022, by 5pm (late applications will not be accepted)

We highly encourage applicants to submit 1-2 photos when possible

SUBMIT PDF COPY TO:

info@somacommunitycollaborative.org

Contact Community Action Grants Coordinator if you need assistance

Kalina King at kking@successcenters.org or 415-510-1984

I. Project Overview and Contact Information

a. Project Name	
b. Project Location	
c. Describe Project in One Sentence	
d. Total Amount of Funding Requested	\$
e. Describe Project Goal in One Sentence	
f. Completion Date	
g. Name, Email, Phone of Primary Contact Person	
h. Names of Additional Project Team Members (with email addresses)	
i. Name of Organization (for organization-led projects)	

II. Project Description

1. In one or two paragraphs briefly describe the major activities that will be undertaken and how that engages the community.

2. Which of the following goals will your project directly support? (*check boxes*)
 - a. Community Empowerment & Advocacy
 - b. Community Cohesion & Community Building
 - c. History & Heritage
 - d. Resident Stability

3. Please explain in one or two sentences how your project will support the goals you have checked above:

4. What additional support might you need to successfully implement your project?

5. What is your timeline for this project? Dates of milestones, etc. *Note: All grant expenses included in the project budget must be incurred by June 30, 2020.*

6. Are you able to complete this project with partial funding?
 - a. No Yes
7. If yes, what amount would you need to complete the project? \$ _____

III. Project Budget

Please use the table below to summarize your project's expenses. The total budget outlined below must equal the total dollar amount requested in this application. A maximum of \$5,000 may be requested.

Expense Type	Description/Purpose	Amount
<i>Example: Supplies</i>	<i>Gardening and landscaping materials to create mini-park at senior center</i>	<i>\$400</i>
Supplies		
Facilities/Space		
Transportation		
Contracted labor/honorarium		
Food		
Stipends		
Other		
TOTAL EXPENSES:		

What is the approximate total budget of this project? \$ _____

Please retain all receipts associated with the project budget and submit them with payment request.

IV. Agreements

- I agree to participate in a short informational and planning session with the Community Action Grant Coordinator.
- I agree to submit monthly email updates on the status of this project to the Community Action Grant Coordinator.
- I agree to inform Community Action Grant Coordinator if I encounter challenges in executing this agreement or any delays to the intended project.
- I agree to identify the SoMa Community Action Grant award in all promotional materials and media promoting this funded project.

Signature

Date