

Fitchburg Healthy Neighborhoods Initiative Grant Application Guidelines 2018 Funding Cycle



Grant Process Timeline

- January 8th–March 5th: Grant applications received for current year funding consideration
- March 5th: Grant applications due to Sustainability Specialist at 11:59 p.m.
- March: Healthy Neighborhood Initiative (HNI) Committee review and make recommendations
- April 16th: Mayor/City Administrator/Finance Director review and make award decisions
- Within 1 month of activity/project completion: Program evaluation report due to Sustainability Specialist
- Within 30 days of program evaluation report finalization: Funding disbursed by City to organization

Type of Community Impact Grant

- **New Program Grant** - support new programs with a strong and realistic plan for success.
- **Existing Program Grant** – continued support for an existing program (or expansion of existing program) with a track record of success.
- **Small Capital Projects** – support new, small-scale capital projects that will benefit neighborhood residents.

Scope of Funding

We are rarely the sole financial supporter of projects, as we expect organizations to also seek additional resources to accomplish project goals. There is a maximum award of \$10,000 per organization.

Grantmaking Focus Areas

- Arts & Culture
- Children & Youth
- Community and Economic Development
- Elderly
- Environment
- Learning
- Organizational Capacity Building

Grantmaking Criteria

- Long-term impact on residents and/or physical environments in Fitchburg
- Meaningful, reasonable, and measurable outcomes
- Innovative approaches to address community issues
- Strengthen and enhance community assets
- Build the self-sufficiency of individuals and/or organizations
- Attract additional funding
- Utilize partnerships and/or collaborations

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Grant Eligibility

Applicant must:

- 1) be a non-profit organization, exempt from Federal income taxes under section 501(c)(3) of the Internal Revenue Code or equivalent
- 2) conduct business without discrimination on the basis of race, religion, gender, sexual preference, age, marital status, disability or national origin
- 3) be a nonprofit that serves Fitchburg residents within one of the priority neighborhoods identified in the Healthy Neighborhood Initiative
 - a. Verona Road West/Jamestown
 - b. Belmar/Renaissance on the Park
 - c. North Fish Hatchery Road/Leopold

Grant Ineligibility

What Community Impact Grants Do Not Fund:

- Individuals
- Lobbying
- Annual campaigns
- Capital campaigns
- Land, buildings, etc.
- Scholarships
- Religious organizations for religious purposes
- Short-term events and celebrations, such as conferences, festivals, and fundraising functions
- Substance abuse treatment
- Health care services, including mental health
- Capital grants to support ongoing maintenance and operations
- Simultaneous requests from the same organization
- Institutions of higher education (e.g., University of Wisconsin-Madison, Madison or Edgewood Colleges)
- Sports and recreation, except in the case of those using the programming for academic purposes

Background Check

As part of the application process, the City of Fitchburg may conduct a criminal background check on individual grantee(s) and/or principal(s) of the applicant organization. If the individual grantee(s) and/or any principal(s) of the applicant organization have a criminal conviction record, the following will be among the factors considered in determining whether or not the applicant will be eligible for the grant:

- 1) The nature and gravity of the offense(s);
- 2) The time that has passed since the conviction and/or completion of the sentence;
- 3) The nature of the position held by the principal; and
- 4) Procedures and policies in place to ensure the appropriate handling and use of the monies.

Grant Deadline and Submittal Information

Completed grant applications must be received by **Monday, March 5, 2018 at 11:59 p.m.** Late submittals **will not be accepted.** Send completed applications to Erika Kluetmeier at erika.kluetmeier@fitchburgwi.gov or 5520 Lacy Rd., Fitchburg, WI, 53711. For more information, contact Erika via [email](#) or at 270-4274.