

COMMUNITY ENHANCEMENT & INVESTMENT FUND GRANT OVERVIEW



Grant applications will be accepted from
February 5 - March 15, 2024, at Noon/12:00 p.m.
**Please note that applications involving a school or park are
due March 1, 2024, at Noon/12:00 p.m.**



CityOfRanchoCordova.org

COMMUNITY MICRO GRANTS

Do you have a great idea for your street, your block, your neighborhood, or your community? These opportunities are available year-round on a first come, first served basis following review and approval by the city. These are available outside the main grant process described on the following pages.

Small Community Residential Grants Program:

- You dream up the project, and if approved the city will pitch in up to \$500 (reimbursement basis) to make it a reality.

Rancho Cordova Community Grants Program:

- City will provide up to \$5,000 cash awards (reimbursement basis) for special projects in the city.
- Community groups are responsible for proposing, designing, and implementing the project.
- Up to two applications per organization per calendar year will be considered.

*Search “community grants” from the city’s website to learn more. Questions? Contact Lorianne Ulm at

lcaryl@cityofranhocordova.org or 916.851.8755.

FISCAL YEAR 2024/2025 REGULAR COMMUNITY ENHANCEMENT & INVESTMENT FUND GRANT PROCESS

Areas covered including:

- Grant application period
- Anticipated amount of community grants
- Selection criteria
- Prioritization method
- Grant restrictions
- Application
- Project location
- Supplemental endorsement form
- Next steps
- Questions?

GRANT APPLICATION PERIOD



- Fiscal Year 2024/2025 grant application period opens on Monday, February 5, 2024, at Noon.
- To be considered, applications must be received by city on or before **Friday, March 15, 2024 by 12:00 p.m. (Noon)***

***Applicants should be aware that projects or programs involving a park or school district have a deadline of **March 1 at Noon (12:00 p.m.)** to allow for the third-party endorsement process by the grant deadline.**

ANTICIPATED COMMUNITY GRANTS

Of the estimated \$11.7 million in projected annual revenue from the Measure H sales tax, the city anticipates awarding about 25% towards community grants in Fiscal Year 2024/2025. The actual budget may vary based on final approved funding allocations.

Community grant types include:

- Arts, culture, history, entertainment, and sports
- Education
- Other projects

A NOTE ABOUT ART AND RCYC

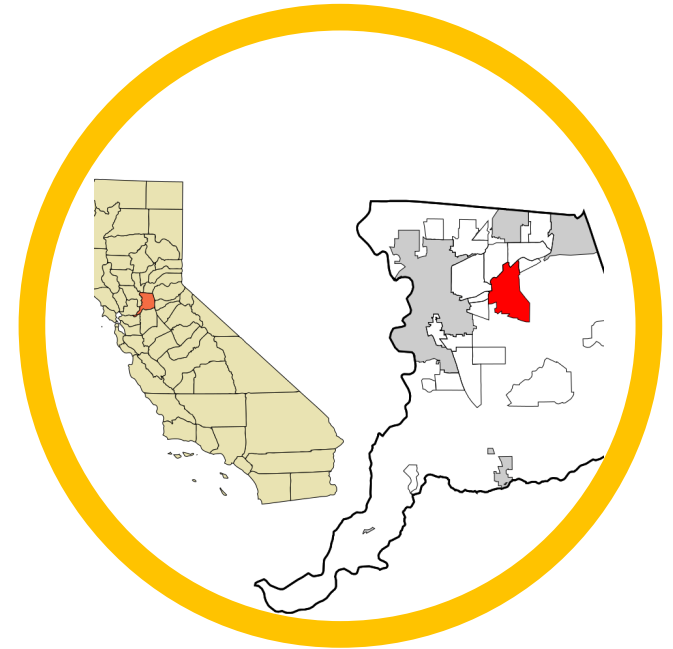
Please note that projects and programs that connect to public/visual art or to the Rancho Cordova Youth Center will be reviewed under different processes as they are opened to the public.

- If you are proposing a public art project in Rancho Cordova, submit your name and email to the City's [Art Interest List](#).
- If you are proposing a program or project at the [Rancho Cordova Youth Center](#), submit your name and email to the City's [Grants Interest List](#).

PROJECT SELECTION CRITERIA

The criteria below will help guide the city's evaluation and selection of projects to receive grant funding:

- Arts, Culture, History, and Entertainment
- Business/Economic Development
- Children and Youth
- Civic Engagement
- Community Pride
- Education
- Public Safety
- Quality of Life
- Sports



PRIORITIZATION METHOD

Projects will be reviewed and prioritized for grant funding based on the following elements:

Leverage

other funding, resources, and partnerships

Return on Investment

including new jobs, business growth, increased revenue, benefit to the community, etc.

Capacity

to carry out the project

Timeline

to ensure project is accomplished in a finite period of time

Project Goals and Metrics

by which progress in reaching goals can be measured and the project team's efforts can be focused

Adaptability

Organization's ability to adjust project based on health order changes

GRANT RESTRICTIONS

The following are not eligible for Community Enhancement & Investment Fund grants in Fiscal Year 2024/2025:

- Applicants who discriminate on the basis of race, religion, sex, national origin, sexual orientation, age or disability.
- Applications requesting excessive honoraria or salaries for the project team.
- Activities that do not serve a public purpose.
- Activities that directly fund any private, sectarian school or any school not under the exclusive control of officers of the public schools.
- Activities that advocate or promote a specific religion.
- Activities that aid or promote political candidates, parties, ideologies or campaigns.
- Activities that aim to raise funds for a specific cause other than grant recipient per Agreement terms.
- Activities that are prohibited by law, or in the determination of the city, would be deemed illegal by a court of competent jurisdiction.
- Applicants who are unable to meet necessary insurance requirements.



APPLICATION

To apply, submit your application online!

www.cityofranchocordova.org/residents/community-enhancement-investment-fund/grant-applications



City of Rancho Cordova

There are presently no open calls for submissions.

The City of Rancho Cordova's Community Enhancement & Investment Fund supports a variety of projects and programs from public safety to public works, to legacy projects, to community-based and grassroots programs and initiatives, to opportunities for residents and businesses.

Grants

The city provides grants to individuals, organizations, businesses, and community partners who are interested in enhancing the Rancho Cordova community through arts, culture, history, entertainment and sports; education; and other projects. Grants are made annually and traditionally open in February. [Sign up](#) to receive information on future grant opportunities.

Funding

1 - Project Information

Note: You can add a collaborator to this form to assist you in completing this application! A collaborator can help you complete this form by filling in fields for you, although only you can submit this form.

You can add a collaborator by navigating to the top of the form and clicking on the 'Manage Collaborators' button. Simply enter their email address and click 'invite' to invite them as a collaborator. If you need further assistance, you may consult [this Help article](#) for more information.

Project Name. Assign a project name to your project/program. *

Please put the organization name before the title of the project. An example would look like "City of Rancho Cordova: Books For All"

Provide a Project/Program Synopsis *

Limit: 50 words

In 50 words or less, please describe the proposed project/program.

Tell us about your Project/Program Team *

Limit: 100 words

LETTER OF SUPPORT & ENDORSEMENTS

Who owns the property/facility?

Projects or programs that are proposed on property owned or operated by outside agencies or a private party will require the coordination with and potentially approvals from outside agencies, organizations, and/or the private party.

- Project must be located in Rancho Cordova or benefit Rancho Cordova residents.
- Submit a letter of support from the property owner with your application.
- If the program or project will take place at a public K-12 school site, or at a public park or park facility, your application is due by **Friday, March 1st at Noon**. With the new software, an endorsement form is not required, all applications indicating school or park facilities or partnerships will be directed to those organizations for endorsements. Any applications not timely submitted by **Friday, March 1st at Noon** will not receive an endorsement.
- Staff will verify that owners of third-party event spaces have been contacted.

ENDORSEMENTS

Where will your project/program operate?

If the answer is a public K-12 school site or a park/park facility, you must indicate this information on your application. Select the name of the school location(s) and/or park location(s).

- **Applications requiring an endorsement from either a school district or the park district are due by Friday, March 1, 2024 at 12:00 p.m. (Noon).**
 - If you have not already done so, communicate actively with the schools/park staff ASAP regarding your project/program so they are aware of it BEFORE the application is reviewed.
- Staff with Cordova Recreation and Park District as well as the three Rancho Cordova-serving school districts (Elk Grove Unified, Folsom Cordova Unified, and Sacramento City Unified) will review the projects/programs.
- The early due date allows these organizations time to review all of the applications and provide their endorsement prior to the City's **final deadline of Friday, March 15, 2024, at 12:00 p.m. (Noon).**
- New in 2024: The endorsement process will take place online; No additional forms are required.
- Superintendent and CRPD representatives reserve the right to withhold their endorsement.
- Incomplete applications are generally not considered for funding, or the nature of the incompleteness may result in an application being ranked at the bottom or recommended to receive no funding.

WHAT HAPPENS AFTER I APPLY?

- Staff will review each application and supplemental materials received.
- Initial review of applications received will be shared with Council in April 2024.
- We may invite applicants to present their project and we may make selection recommendations to Council during the May City Council meetings.
- Funding decisions could be made in May and formally adopted in early June.
- Staff intends to notify all applicants of the funding decisions by late June.
- Grant recipients are generally required to maintain insurance, will enter into a contract with the city, will provide an IRS Form W-9, and will submit grant reports with receipts to show how the grant funds were spent.

FY 2024-2025 Grant Cycle & Council Meeting Timeline



**February 5
at Noon**

Grant launches.



**March 1 at
Noon**

Grant deadline for projects and programs requiring a school or park district endorsement.



**March 15 at
Noon**

Grant deadline for all projects and programs to be considered in FY 2024-2025.



April 2024

City Council receives all applications (April 2).

City Council work session to review the CEIF FY 2024-2025 grant applications.



June 2024

Council adopts the FY 2024-2025 resolution for CEIF.

Staff notifies applicants of funding decisions made by the City Council.

REPORTS

Two
Types of
Reports
Required
During
Grant
Term

- Use of Funds Reports – Confirmation & Accounting of Project Spending
- Outcomes Reports – Narrative of Deliverables & Impact

QUESTIONS?

Please Contact the Community Enhancement & Investment Fund Team by Phone or Email:

General Inquiries: CEIFGrants@cityofranhocordova.org

Randi Kay Stephens: 916.851.8781 / rstephens@cityofranhocordova.org

Lindsay Samples: 916.851.8904 / lsamples@cityofranhocordova.org

