

RCPC Community Grants for Community-led Projects

After the very successful 2015 Rockridge Kitchen Tour, the RCPC Board voted to set aside \$5,000 for a Community Grants program.

Grants:

- Encourage and support new ideas from Rockridge residents for improving the neighborhood
- \$2500 total allocated each year in 2016 and 2017
- Up to \$750 per grant for a period of one year

Projects must:

- Be proposed by a resident or residents of Rockridge

The application:

- describes the project and how it will enhance the neighborhood,
- demonstrates neighborhood support,
- presents a budget describing how funds will be used, and includes a 20% match,
- describes the source of that match,
- shows any necessary permission from public agencies.

The “match”:

- means that the grantees contribute 20% of the costs of the project, over and above the amount of the grant. For example:
 - project **total cost** of **\$500**
 - the required match is $\$500 \times 20\% = \mathbf{\$100}$
 - $\$500 - \$100 = \mathbf{\$400}$ may be requested from RCPC;
- can be made up in a couple of ways:
 - Cash, \$\$\$
 - In kind. Examples are:
 - material: plants, building materials, signage, art supplies
 - services: Web, construction, design, photography

Permission:

- must be obtained from the responsible agency if the project is on public property.
 - For example, a project on property that is part of the freeway should have permission from Caltrans.
 - If the applicant doesn't know who to contact for permission, RCPC will be able to help.

Neighbors:

- Applicant(s) must demonstrate neighborhood support. Include probable volunteers.
- If the project might impact the immediate neighbors, even temporarily, those neighbors should be informed. (They may have good ideas and want to join in!)

To apply:

- Send a one- to two-page application to info@rockridge.org.
- Include:
 - the name(s) and address(es) of applicant(s),
 - a description of the project,
 - a simple budget, including match.
- Along with the application, send:
 - letters/emails of support from community members,
 - any required agency permission.

Timelines and evaluation:

- Applications for 2016 must be received by 1 April 2016.
 - If not all funds are allocated from this round of submissions, the RCPC Board will establish the date of a second round.
- Applications circulate to RCPC Board members for review.
- The RCPC Board votes on the submitted applications at its next meeting.

Once a project is funded:

- Each project will be assigned to an RCPC Board member, to provide assistance with any questions or issues that may arise.
- One-half of the project funds will be disbursed at the beginning of the grant period; one-fourth midway through the project, and the remaining one-fourth at the end of the grant.

Reporting on the project:

- Halfway through the grant period grantee must send a very brief progress report to the Board.
- One- to two-page final reports are required from all projects, describing results and accounting for funds spent.
- Grantee should save all receipts and turn in to the RCPC Treasurer.
- Grantees may be eligible for one extension, at the discretion of the RCPC Board.

After the projects are completed, grantees will present them at a Town Hall. Projects will also receive an article in the Rockridge News. So take lots of photographs!