



Fountain Hills - Republic Services Community Grant Program Application – Spring 2021 Award

The Town of Fountain Hills (“Town”) and Republic Services have worked in partnership to establish a grant program to fund community projects/programs provided by the Town’s non-profits. Qualified non-profit organizations that are Fountain Hills-based are eligible to apply for a grant.

It is anticipated that \$20,000 will be distributed during this round of the grant program, and funding will be awarded based on the “Project Scoring Method” as outlined below.

Grant Program Details

The Town and Republic Services are interested in funding projects/programs that support and encourage stewardship of the environment, enhance the natural beauty of the town, provide public enjoyment, support healthy lifestyles, support human services, and/or provide educational opportunities. Organizations or groups (“Applicant/Recipient”) with projects/programs that provide one or more of these elements are encouraged to apply for grant funding.

- Application deadline is Thursday, February 11, 2021 at 5:00 p.m.
- Organizations may submit only one Community Grant application.
- Only applications that meet all of Grant Eligibility Criteria below will be considered.
- Grant funding will be provided as a reimbursement payable to the qualified Recipient after completion of the approved project/program. The Town will consider advancing a portion of the awarded funds to the Recipient, if necessary, to provide for project/program financing. The Applicant’s application should indicate if an advance of a portion of any awarded funds will be requested.

Grant Selection Process

The Town will appoint a Community Grants Committee, which will oversee all aspects of the grant program. Grant categories and criteria, under which all project applications are evaluated, have been established in conjunction with Republic Services.

The Committee will identify all submitted grant applications that meet the “Grant Eligibility Requirements” below. Those grant applications will then be evaluated based upon the “Project Scoring” process below.

Grant Eligibility Criteria

- Project/program and the benefits thereof must be realized within the boundaries of the Town of Fountain Hills.

- Project/program must demonstrate a community benefit within one or more of six areas:
 - Stewardship of the environment
 - Promotes healthy lifestyles
 - Enhances the natural beauty of the Town
 - Provides education
 - Provides necessary human services
 - Provides public enjoyment (may include entertainment, including concerts, public performances, community events).

Note:

Projects/programs in the public enjoyment category will be evaluated for their likelihood of execution based upon anticipated COVID-19 protocols in the coming months.

The application must include all of the following elements, and be submitted via email to jsmith@fh.az.gov by the application deadline.

Application Components

The application narrative must include the following elements:

1. Organization Summary
 - A brief paragraph describing the Applicant's organization, leadership, staffing levels, years of operation in the Town, and any performance data and/or measurements that demonstrate the ability to follow through on the proposed project/program.
 - An image of the organization that highlights its core mission/work. This image will be utilized if the organization is selected to receive grant funding. (Image should be in JPEG or PNG format, at least 72 dpi resolution, and a minimum of 300 pixel width and 300 pixel height).
2. Project/Program Summary/Scope
 - An overall discussion of the project/program, including the purpose of the project.
 - How the project addresses/supports one or more of the six community benefit areas: stewardship of the environment, supports healthy lifestyles, supports human services, enhances the natural beauty of the town/city, provides education and/or or provides public enjoyment.
 - The organization's competencies to complete the project/ program.
 - The proposed timeline for project/program start to completion.
 - The community benefits of the project/program.
3. Project/Program Budget
 - Provide total funding requested and an estimated breakdown of how funds will be expended.

- i. For an existing, ongoing project/program, provide historical financials to demonstrate actual needs.
- ii. For a new project/program, provide quotes for necessary supplies and/or services to demonstrate the anticipated expenditures.
- iii. If the project/program budget exceeds the requested grant funding requested, provide proof of additional funding sources must be provided.

Notes:

“In kind” services will be accepted as a funding source if a statement documenting the fair market value of the supplies and/or services is provided from any businesses that will be rendering such services.

Any items that are part of the project, such as those that have been previously provided or donated, but are not included in the budget, should be identified (such as the use of facilities or the provision of utilities or covered or books already purchased or donated).

4. Project/Program Outreach/Promotion

- Description of Recipient’s plan to gain awareness and support for the proposed project/program from organization membership and/or community residents, including the use of newsletters, press releases, earned media, social media, etc.

5. Signed Statement by the Organization’s Leadership

- A signed statement by an officer, director or other recognized leader of the Applicant organization must be submitted with the application stating the following:

I hereby certify that the materials submitted as part of the Fountain Hills – Republic Services Community Grant application, and the statements made herein, are accurate and true to the best of my knowledge and are made in good faith.

As an applicant for the Fountain Hills - Republic Services Community Grant Program, I have read and understand the terms and conditions set forth in the Community Grant Application materials, and I agreed to abide by them. I am authorized to make these representations and agreements on behalf of the organization.

Project Scoring Method

In the event multiple applications are received that meet the Grant Eligibility Requirements listed above, the Grant Committee will score each eligible grant based upon the criteria below.

Project Scoring: 100 Points Maximum

- Community Impact (Up to 40 points): The overall impact of the project/program and how it enriches the community-at-large.
- Human/Environmental Impact (Up to 30 points): The overall impact of the project/ program and how it addresses human and environmental challenges and/or opportunities. This area may include a project/program that addresses issues and challenges related to the response to COVID-19.
- Outreach Plan (Up to 30 points): The perceived overall effectiveness of the Recipient’s plan to promote their project/program through various communication channels (i.e., newsletters, press releases, earned media, social media, etc.)

Terms & Conditions

Submission of an application and participation in the Fountain Hills – Republic Services Community Grant Program constitutes agreement to the following terms and conditions:

1. All applications become the property of the Town of Fountain Hills at the time of submission, and the Applicant/Recipient grants the Town the right to publish information about the applications and organizations as discussed herein, but also utilize information from the applications for such other non-proprietary purposes as the Town determines will further the community benefits of the Community Grant Program. It is important to note that any submitted application may be a public record that would by law be provided to members of the public that request to review the documents.
2. Any portion of the grant that has not been expended at the completion of the project/program or after one year of the award of funds shall be returned to the Town within thirty (30) days of either the completion of the project/program or the end of one year, whichever is applicable.
3. Following receipt of grant funding, any requests for changes to the budget submitted with the approved application must be provided in writing to James Smith, Economic Development Director, (jsmith@fh.az.gov) for approval prior to making the expenditure.
4. The Recipient agrees that the project/program selected to receive the Fountain Hills – Republic Services Community Grant will recognize the Town and Republic Services at the site where the project/program is executed. In addition, the Town and/or Republic Services shall be allowed to place signage at or near the location of the project/program site and/or any finished project.
5. All grant project/program names are up to the Recipient, but are subject to the final approval of the Town.

6. In outreach to the community, including in all communications, such as newsletters, press releases, earned media, social media, website references, etc., reference must be made to the fact that the project/program was made possible through funding from the Town and Republic Services.
7. As a condition of accepting a Grant, the Recipient acknowledges and agrees that the Town and Republic Services will not assume responsibility for, and the Recipient will indemnify and hold the Town and Republic Services harmless from, any lawsuit, claim, judgment, damages, or awards related to a Recipient's project/program which receives a Community Grant.
8. The interpretation and application of this Community Grant Application shall be governed by laws of the State of Arizona.
9. A final report regarding the approved project/program expenditures must be submitted within 30 days of completion of the approved project/program. The report must include the following:
 - a. Invoices, receipts and/or statements that document expenditures related to the approved project/program.
 - b. A detailed description of how the desired community benefit stated in the application was achieved and any community benefits that were not originally identified that were realized as a result of the project/program.
 - i. If the community benefit was not achieved, provide details regarding any challenges faced and future improvements that can be implemented to achieve the project/program's identified benefits.
 - ii. In addition, the Recipient should provide any other information or details that might be important to share with the Town and Republic Services regarding the grant program and process.

Grant Program Schedule

Due Date

Organization submits grant application	By February 11, 2021
Applications are evaluated by Grants Committee	By March 4, 2021
Organizations are notified of Grant Committee's decisions	By March 10, 2021
Funding is provided to Award Recipients	By April 8, 2021

The Town of Fountain Hills reserves the right to change the above process, reject any or all applications, or delay the award of funding at its sole discretion.

Grant Notification and Award

- It is anticipated that no more than four (4) grants will be awarded during this grant cycle.
- The Town will notify Recipients of awards on or about March 10, 2021.

- The Recipient must enter into an agreement with the Town prior to distribution of grant funds.
- The Town anticipates that funding will be dispersed to the Recipient on or before April 8, 2021
- Projects must be completed within one year of the grant funding award, or Recipient will forfeit the right to any awarded funds, and any funding advance shall be returned.

Grant Submission

Please send completed application materials in PDF form via email to: James Smith, Economic Development Director, at jsmith@fh.az.gov by the deadline date.

Contact

We're here to help you! For questions or more information about the Fountain Hills - Republic Services Community Grant Program, call - 480-816-5104 or e-mail - jsmith@fh.az.gov.

Thank you for your interest in the 2021 Fountain Hills - Republic Services Community Grant Program!