



**Redevelopment Authority**  
of Prince George's County



**REDEVELOPMENT AUTHORITY  
OF PRINCE GEORGE'S COUNTY  
COMMUNITY IMPACT GRANT  
NOTIFICATION OF FUNDING AVAILABILITY  
FY 2022**

**ISSUE DATE: January 21, 2022**

**APPLICATION DUE DATE: February 21, 2022**

**Table of Contents**

	<b>Page</b>
<b>Section I: INTRODUCTION.....</b>	<b>3</b>
1.1 Eligible Projects	
1.2 Grant Amount and Terms	
<b>Section 2: EVALUATION CRITERIA.....</b>	<b>4</b>
<b>Section 3: APPLICATION PROCEDURE.....</b>	<b>5</b>
3.1 Evaluation and Selection Committee	
3.2 Other Application Procedures and Requirements	
<b>SECTION 4 – QUESTIONS.....</b>	<b>6</b>
<b>Exhibit A: Community Impact Grant Application.....</b>	<b>7</b>

## **SECTION I: INTRODUCTION**

The Redevelopment Authority of Prince George's County ("RDA") is soliciting proposals from community based 501 (c) (3) organizations for the Community Impact Grant Program (CIG) FY 2022 Funding Round. The RDA has two hundred thousand dollars (\$200,000) available for county-wide projects.

### **1.1 Eligible Projects**

The CIG Program funds grants to community-based organizations located in Prince George's County to implement small innovative capital projects that revitalize and enhance communities and quality of life.

Eligible project activities include:

- Streetscape, street furniture, pedestrian enhancements and recreational improvements
- Signage, banners and way-finding systems
- Commercial façade improvements
- Internal and/or external improvements to commercial buildings used by the public
- Permanent public art installations
- Restoration of parks, streams and open space
- Urban agriculture and replenishment of tree canopy
- Green roofs, low impact development and storm water management
- Preservations of historic landmarks, structures and sites

Grants cannot be used for operating, program or personnel costs.

### **1.2 Grant Amount and Terms**

The maximum individual grant amount is \$100,000 for eligible CIG projects.

CIG grants are disbursed on a reimbursable basis. Grant performance period is one year from the date of execution of a CIG Grant Agreement. All applicants shall have expended all previously awarded CIG funds and completed prior CIG project before applying for additional CIG funding.

The Grant is not final until the following conditions are met: 1) the CIG Grant Agreement is fully signed by the RDA and the Grantee, and 2) the Grantee provides the RDA with the certificate of insurance that evidences the required insurance coverage set forth in Article 15 of the CIG Grant Agreement. In the event the Grantee fails to meet any of the foregoing conditions within the requested timeframe, and in the RDA's sole discretion, the RDA may cancel the grant and reallocate the grant amount based on the RDA's best interest.

**SECTION 2- EVALUATION CRITERIA**

The following criteria will be used to evaluate and rank applications:

<b>Criteria</b>	<b>Points</b>
<b>Leverage of additional funds in-kind contributions:</b> The higher the demonstrated leverage of additional resources, both cash and in-kind, the more points awarded for this category	10
<b>Physical impact and enhancement of a community:</b> The greater the demonstrated physical impact and enhancement, the more points awarded for this category.	30
<b>Applicant's track record of completed projects:</b> Applicants with an appreciable track record of completing projects will be awarded more points for this category.	15
<b>Demonstrated community and/or municipal support:</b> Applicants will score more points for the greater amount of community support they can demonstrate through letters, petitions, resolutions and other means of documented public support.	15
<b>Readiness and likelihood of the project to be implemented:</b> Projects that can demonstrate more readiness through plans, bids, permits or some other documentation will score higher in this category.	20
Demonstrate that the project is in a TNI area:	10
<b>Minimum Points to Qualify - 75</b>	<b>100</b>

### **SECTION 3 – APPLICATION PROCEDURES**

Applicants must complete and submit one original and three copies of the Community Impact Grant Program Application attached as **Exhibit A** along with required supporting documentation. Due to COVID 19 office hour restrictions, email applications will be accepted. Please forward the original complete application and attachments in a single email. Application copies must also be mailed and post marked by the due date. Only applications that submit the required hard copies will be considered.

The entire application along with required attachments **MUST** be received on or before **February 21, 2022** by **12:00pm** EST (Application submission deadline)

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Redevelopment Authority  
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#### **3.1 Evaluation and Selection Committee**

A Proposal Analysis Group (PAG) will evaluate all completed applications received by the closing deadline in accordance with the criteria outlined in Section 2 above. Incomplete applications or failure to submit required supporting documentation or attachments will disqualify an applicant.

#### **3.2 Other Application Procedures and Requirements**

The RDA may conduct a site visit or request additional information to complete the application process. Applicants recommended for approval may be required to make a formal project presentation. Upon approval, applicants will enter into a CIG Grant Agreement with the RDA. The RDA reserves the right to waive a requirement and/or minor irregularities when it is in the RDA's best interest to do so. Applications will not be opened publicly.

#### **SECTION 4 - QUESTIONS**

Questions should be submitted via email to Andrea Anderson by **February 4, 2022**. After such time, no additional questions will be responded to. Responses to all questions received will be posted on the RDA's web site: <http://redevelopment.mypgc.us>

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EXHIBIT A: **APPLICATION**

**Community Impact Grant Program Application**  
Prince George's County Redevelopment Authority

**Cover Page (maximum of one page)**

**Please include the following items on the cover page:**

Date  
Name of Organization  
Contact Person  
Address of applicant  
Telephone  
Fax  
Contact Email Address

Project Title  
Project category  
Start and completion dates  
Total project budget (Sample template is attached)  
Amount of Community Impact Grand funding requested  
Matching funds (cash)  
Matching funds (in kind)

Name and signature of President, Board Chair, or person legally authorized to execute a grant agreement.

**Project Location**

Project address: \_\_\_\_\_:

Municipality if applicable

## **Project Description**

Background (maximum of one page)

- What are your organizations long term goals of the project?
- What are your organizations current activities and recent accomplishment?
- What is the need or problem that project will address?

Project Activities (maximum of three pages)

- What are the short term and long term goals of the project?
- What other partners are involved and what specific contributions will they make?
- What are the activities the grant would help implement? This section should explain who will do what, when and how.
- What is the overall anticipated impact on the community (who will benefit and how many people or households will be impacted by the project)?

## **Grant Categories**

Please check all that apply

### **Neighborhood Beautification**

- Streetscape, street furniture, pedestrian enhancements and recreational improvements
- Signage: Banners and way-finding systems
- Commercial façade improvements
- Internal and/or external improvements to commercial buildings used by the public
- Permanent public art installations

### **Environment, Natural Resources and Sustainability**

- Restoration of Parks, streams and open space
- Urban agriculture and replenishment of the tree canopy
- Green roofs, low impact development and storm water management
- Preservation of historic landmarks, structures and sites



**Project Budget (maximum of two pages)**

- Provide an itemized budget of the project. Identify how the **Community Impact Grant** (CIG) funds will be used.

ITEM	CIG FUNDS	CASH	IN-KIND	TOTAL
1.				
2.				

- The Community Impact Grant requires a match from Non-Prince George's County resources. Please list the sources of all matching funds and in-kind contributions. Indicate which funds is currently in-hand, pledged or pending. If matching funds have not been secured, what are the plans to secure these resources?
- If applicable, how does your organization intend to support this project in the future, or provide ongoing maintenance?

Source (cash or in-kind)	AMOUNT	IN-HAND	PLEGGED	PENDING
1.				
2.				

**Project Readiness**

1. Do you have plans or architectural drawings for this project? Yes  No
2. Do you have a permit for this project? Yes  No  N/A   
 (If answer is N/A, please provide letter from Department of Inspections and Permits certifying that a permit is not required)
3. Have you secured matching funding?? Yes  No   
 (If yes, please provide approved budget, grant agreement, etc.)

## **Supporting documentation (no maximum)**

- A map of the proposed project area and the neighborhood it will impact.
- Provide evidence of community support, such as letter of support from target population benefiting from the project. If the affected project is within a municipality, written approval from the Town/City Council must be included in the proposal.
- If the project area is owned or managed by a local State or Federal government agency, approval from the respectively entity to conduct the project must be included with a project timeline.
- If the proposed project is located on private property, provide letter of agreement or contract between applicant and private property owner authorizing the use of their property for the project to include timeline for use.
- Pictures, renderings, plans, permits, bids (if applicable) and other supportive documentation.
- Most recent audited financial statement or IRS 990 Form
- Most recent annual budget of your organization.
- A list of the organizations Board of Directors/Commissioners (if applicable)
- Certificate of Good Standing from the State of Maryland.