

Community Enhancement Grant Application Form

For the grant period of June 1, 2019 - July 1, 2020

Before filling out this form, please read the Community Enhancement Grant Instructions to ensure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required.

Title of Project/Program:

Applicant Organization (Project Sponsor):

Organization Type (Non-Profit Organization, Neighborhood Association, etc):

Federal Tax ID Number (if applicable):

Contact Person:

Daytime Phone:

Email:

Address:

City/State/Zip:

Name/Title/Signature of person authorized to represent the organization:

Project Budget Summary

Grant Funds Requested:	\$0.00
+ Matching Funds (Cash):	\$0.00
+ In-Kind Matching Funds	\$0.00
= Total Cost of Project:	\$0.00

Project Proposal

Provide a short description of the proposed project.

Describe how your proposal meets one or more of the goals for funding.

1. Increase the attractiveness or market value of residential, commercial or industrial areas.
2. Enhance new or existing wildlife, riparian, wetlands, forests or river areas.
3. Preserve or increase recreational areas and programs within the City.
4. Improve safety within the City.
5. Improve the appearance or cleanliness of the City.
6. Increase recycling efforts or provide a reduction in solid waste.
7. Increase employment or economic opportunities for City residents.
8. Benefit youth, seniors or low-income residents.
9. Enhance art and culture within the City.

What is the geographic area of the City where the project will take place?

How will the community benefit from the project?

What is the estimated number of people who will be impacted, and what are the anticipated outcomes?

Briefly describe any experience your group has managing similar projects.

Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

An exit report will be included as part of the agreement. Describe how you will assess the program/project effectiveness in achieving the desired goals (number of people served; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.).

Project Budget

Budget Narrative: How will grant funding be used? Why is grant funding critical to the success of your project? How will additional community resources or partnerships be used to support this project? What percentage of the total project budget will be comprised of matching funds?

Matching Funds: List all sources to be used for match funds (e.g. volunteer hours, cash and in-kind donations). For the 2019-2020 grant cycle, please use \$24.69/hour to calculate the value of volunteer labor.

Contribution	Source of Support	Estimated Value (\$)
<i>Ex: 50 hours of volunteer labor at \$24.69/hour</i>	<i>Rotary Club members</i>	<i>\$1,235</i>

Project Budget: List all project expenses and demonstrate which expenses will be covered with matching funds, and which expenses require grant funds. Local governments, advisory committees, departments, and special districts will be limited to a maximum award of 15% of the grant budget, which is \$3,000. Entities in this category must also document support from the local government executive officer.

Expense Type	Grant Funds Requested	Matching Funds Provided	Total Cost
<i>Ex: 50 hours of labor at \$24.69/hour – planning and set up</i>	<i>\$0</i>	<i>\$1,235</i>	<i>\$1,235</i>
<i>Ex: Supplies – paint, brushes, etc.</i>	<i>\$750</i>	<i>\$0</i>	<i>\$750</i>

APPLICANT AGREEMENT AND CERTIFICATION

The undersigned grant applicant certifies that the information in this application is true and complete and has been provided for the purpose of obtaining financial assistance from the City of Gresham for the proposal described.

The applicant further acknowledges and agrees to the following:

- Grantee acknowledges that the City may grant funds up to the amount requested in this Grant Application for completion of the project described in this Grant Application.
- Any/all funds distributed under this grant application and program must be utilized solely for the program or project as described in this application.
- Applicant will provide an accounting relating to the use of all grant funds received upon request of the City, and shall retain all relevant financial records relating to the project/program for which grant funds were received for a period of not less than three (3) years from the competition of the program/project.
- Applicant (or an individual who has partnered with a non-profit organization) may be liable for misuse of grant funds.
- The City will not be responsible or liable in any way for injury or damage to third parties or property resulting from the conduct or actions of the applicant or agents of the applicant relating to the program or project funded under this grant.
- Applicant agrees to indemnify and hold the City harmless for any/all claims arising out of the activities funded under the terms of this grant.
- If applicant is awarded funding, applicant shall be the Grantee and comply with all terms of this grant, including Exhibit A, the Standard Terms and Conditions for Grants.

APPLICANT / GRANTEE (TO BE COMPLETED BY APPLICANT WHEN IT SUBMITS APPLICATION)

Applicant Signature: _____ Date: _____

Print Name: _____ Title: _____

CITY OF GRESHAM / GRANTOR (TO BE COMPLETED BY CITY IF APPLICANT IS AWARDED GRANT FUNDS)

Signature: _____ Date: _____

Print Name: _____ Title: City Manager or designee

APPROVED AS TO FORM

City Attorney or designee: _____ Date: _____

EXHIBIT A STANDARD TERMS AND CONDITIONS FOR GRANTS

1. **No Third-Party Beneficiaries.** City and Grantee are the only parties to this grant agreement and are the only parties entitled to enforce its terms. Nothing in this grant agreement gives or provides any benefit or right, whether directly, indirectly, or otherwise, to third persons.
2. **Grantee is Independent.** Grantee is not an agent of the City and all personnel used by Grantee in connection with the proposed project by this grant agreement shall be contractors, volunteers, and/or employees of the Grantee and not the City, and shall have no claim against the City for compensation or other benefits, including indemnification, available to the employees of the City.
3. **Available and Authorized Funds; Termination.** Grantee understands and agrees that City's obligations under this grant agreement is contingent on appropriation or expenditure authority sufficient to allow City to make payments under this grant agreement. In the event sufficient appropriations or expenditure authority is not available, or for any other reason in the discretion of the City, the City may, without penalty or further liability, terminate this grant agreement effective upon written notice to the Grantee.
4. **Indemnity.**
 - a. Grantee shall defend, save, hold harmless, and indemnify the City, its officers, agents, and employees from all claims, suits, or actions of whatsoever nature resulting from or arising out of the activities of Grantee or its officers, employees, contractors, or agents under this grant agreement.
 - b. Neither party shall be responsible for any legal liability, loss, damages, costs and expenses arising in favor of any person, on account of personal injuries, death, or property loss or damage occurring, growing out of, incident to, or resulting directly or indirectly from the acts or omissions of the other party.
 - c. Grantee waives any and all statutory or common law rights of defense and indemnification by the city.
5. **Records Maintenance; Access.** Grantee shall maintain all fiscal records relating to this grant agreement in accordance with generally accepted accounting principles. In addition, Grantee shall maintain any other records pertinent to this grant agreement in such a manner as to clearly document Grantee's performance. Grantee agrees that persons authorized by the City shall have access to such fiscal records and other records that are pertinent to this grant agreement, and that Grantee shall retain and keep accessible all such fiscal records and other records for a minimum of three (3) years, or such longer period as may be requested by the City. Upon request, Grantee shall provide a copy of its annual audit to the City.
6. **Compliance with Applicable Law.** Grantee shall comply with all federal, state, and local laws and ordinances applicable to the project. The completed project will be open or otherwise made available to all persons without regard to race, religion, color, national origin, sex, sexual orientation, age, marital status, disability, political affiliation, or other protected characteristic.
7. **Reimbursement to City.** The City may request reimbursement, and Grantee agrees to reimburse the City, any/all funds distributed to the Grantee if the project is not started or is not completed by the dates, or if the project is not performed in accordance with the purposes described in the grant application.