



# City of Racine GROW Racine Mini-Grants: Meeting Unmet Community Needs

## Frequently Asked Questions (FAQ)

### **Who is eligible to apply for these grants?**

Only registered 501(c)(3) nonprofit organizations located in and serving the City of Racine's residents and/or neighborhoods are eligible to apply for this funding. Individuals are not eligible to apply on their own, but are encouraged to bring their grant ideas to local nonprofit organizations for potential partnership.

### **How much money can we apply for?**

Organizations may request a grant of \$10,000-\$25,000.

### **What kind of projects are eligible for these grants?**

We are seeking innovative and creative proposals that can be implemented quickly and that will address a clearly described unmet community need.

Proposals that do any of the following are particularly encouraged to apply and will be prioritized for funding:

1. Reduce disparities;
2. Support and/or empower historically excluded City residents;
3. Add or enhance amenities and/or bring improvements to neighborhoods (and residents) located within the [City's Neighborhood Stabilization and Enhancement Districts](#).

Proposals must clearly articulate the unmet need and specify how the project will address that need. Proposals must also sufficiently and clearly describe how both the unmet need and the proposed action/project fits into one of the three above priority areas.

Grant funds can be used for existing staff or projects, but with the recognition that these grants are one-time, limited funding opportunities, priority for funding will be given to innovative, unique ideas that can clearly be launched and implemented quickly and effectively. All proposed projects must be completed by December 31, 2023.

### **What do we have to do to apply?**

Eligible organizations must complete the [GROW Racine Mini-Grants online application](#) and, if selected for funding, provide a completed W-9 form to the City.

### **Can our organization submit multiple proposals?**

No, in order to serve a broader array of organizations and address a greater spectrum of unmet needs, organizations may only apply for funding for one project or project.

### **How long will the application take to complete?**

We have tried to make the online application as simple as possible. Please note that we expect the application process to be competitive (i.e. we expect to have more proposals than we have funding available), so it is in your organization's interest to be as clear, specific, and detailed as possible in your application.

### **What additional documentation do we have to submit?**

A completed organizational W-9 form is all we will need.

### **What is the application deadline?**

Applications are due no later than 9am on Tuesday, January 31, 2023. All applications are automatically time-stamped and late applications will not be considered.

### **What happens if we submit a late application?**

Late applications will not be considered.

### **What kind of reporting requirements are there for these grants?**

The City will provide a relatively simple online reporting form for funded organizations to complete at the completion of their project. We will share reporting expectations with all funded organizations at the time funding is dispersed so they are clear from the outset.

### **What is the process and timeline for determining which proposals will be funded?**

All proposals will be reviewed first by a diverse team of City staff. Projects recommended for approval by staff will then be directed to the City's Community Development Block Grant (CDBG) Advisory Board, and then to the Racine Common Council for final approval. We hope to have the Common Council approve proposals by the end of February or early March 2023.

### **When will our organization actually get the funds?**

If your proposal is funded, the City plans to distribute funding to selected organizations immediately after Common Council approval, as long as the organization has provided the necessary completed W-9 form. Our goal is to have all funding distributed to selected organizations by the end of March 2023, if not sooner.

### **How long do we have to spend these grant funds?**

All funds must be spent by December 31, 2023.

Do you have additional questions? Direct them to [Grow@cityofracine.org](mailto:Grow@cityofracine.org).

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