**Fremont Neighborhood Council**

**Neighborhood Investment (grantmaking) Guidelines**

**Proposed**

Developed by Grants Process Committee (Linda Clifton, Jim Engelhardt, Kate Hotler, Erik Pihl)

August 29, 2016

The Fremont Neighborhood Council invests in select projects and programs that enhance quality of life for Fremont residents. Grant requests are accepted throughout the year; a request must be sent to the Council Board at least two months before a decision (or funding) is needed.

1. Origin of Fund: Over the years, the Fremont Neighborhood Council (FNC) has acquired funds to invest in the neighborhood.
2. Project types: The Neighborhood Council will consider grant requests for the following types of projects:
   1. Projects or programs that mitigate the impacts of growth and/or density. These include but are not limited to projects that improve pedestrian safety, encourage traffic calming (traffic circles), or enhance transportation.
   2. Projects that enhance quality of life for Fremont residents. Examples include playground enhancements, acquisition of land for parks or open space, and public art installations and maintenance.
   3. Programs that build community such as Martin Luther King Day of Service or Fremont Bright.
   4. Community action and advocacy activities including filing fees for legal appeals and contributions to issue campaigns, such as those that are transportation or zoning related.
      1. Grants will not be made to individual campaigns for those seeking elected office or to political parties
3. Grant awards will be limited to the following amounts:
   1. Capital projects (bricks and mortar or stewardship and maintenance of existing resources): up to $10,000 per project
   2. Ephemeral community activities: up to $1,000 per project (usually $100-$500)
4. Annual investment goal: Each calendar year the neighborhood council will set a target of $5,000 for community investments.
   1. Based on the merits of a given project or projects the Board may elect:
      1. To approve the application in whole or in part
      2. Not to make (an) investment(s) or award any grants (if projects don't merit investment or meet guidelines), or
      3. When projects are exceptionally well aligned with priorities and guidelines, the Board may elect to invest more than its targeted annual investment or may elect to make a multi-year commitment.
5. Requests must be submitted in writing with a simple project budget, project timeline, funding plan (including planned sources of funding to complete the project and a list of confirmed and pending funders), evaluation plan or metrics (grantee describes how success will be measured), and recognition (how FNC’s participation will be acknowledged). Applicants are expected to present proposals in person.
6. The Fremont Neighborhood Council invests in projects sponsored by community organizations; it does not make grants to individuals.
7. The Neighborhood Council requests a final report for grants over $500. This can be in the form of a letter that describes how the grant was used, the success measures identified in the grant application, the completion date of the project and the outcomes and impacts (how the Neighborhood was enhanced by the project).
8. Preference will be given to challenge grants and/or projects where the Fremont Neighborhood Council’s grant is leveraged with matching funds. In some instances, the FNC may elect to take an active role in challenging a community partner to match the FNC’s challenge grant, however, the obligation to secure funds for the match and the project remains with the grantee.
   1. Examples of Community Partners that have matched past FNC grants include:
      1. City of Seattle
         1. Neighborhood Matching Funds
         2. Office of Arts and Culture
         3. P-patch program
      2. Fremont Chamber of Commerce
      3. P-patch Trust
      4. BF Day PTA