

COMMUNITY GRANTS PROGRAM 2023



INTRODUCTION: Welcome to the Town of Avon Community Grants Program! The Town of Avon accepts applications for community grant funding from non-profit organizations that provide programs and services in the areas of arts, culture, education, environment, health, heritage, housing, human services, Latino outreach, and recreation. The overall intent of this program is to provide financial support to programs and services that benefit the Avon community which are not otherwise provided through the Town of Avon municipal government.

Community Grant Applications are reviewed on an annual basis. Grant funding is prioritized and approved through our annual budgeting process. The [Community Grant Program Criteria and Application](#) packet is available online. **Please note that the Program Criteria has been revised for this year. Applications must be submitted electronically no later than Monday, August 29, 2022.** Notices are not sent to past funding recipients. Interested organizations must reapply for any additional funding request.

An Ad Hoc Community Grants Review Committee will review all applications and make funding recommendations to the Avon Town Council. Funding decisions are based on the completeness of the application, supporting documentation, eligibility, compliance with review guidelines, recommendation from the Ad Hoc Grant Review Committee and availability of funds. The Grants Review Committee does not anticipate conducting presentation meetings with applicants; however, the Grants Review Committee may have questions or requests for additional information from applicants prior to convening as a Committee to review applications.

The Avon Town Council approved **\$92,700** for community grants in 2022. This funding level is anticipated in 2023, but it is not guaranteed and is at the complete discretion of the Town Council. The *Ad Hoc Review Committee's* funding recommendations will be incorporated into the annual proposed budget. Council will take final action on the 2023 budget in December, 2022. Applicants may receive full funding, partial funding or no funding. The Town of Avon reserves the sole right and discretion to determine the level of funding for all community grant applications.

THE APPLICATION CLOSING DATE IS AUGUST 29, 2022

If you have any questions, please feel welcome to call 970-748-4013 or email info@avon.org.

Sincerely,

Ineke de Jong
General Government Manager

2023 TOWN OF AVON COMMUNITY GRANT PROGRAM:

ELIGIBILITY: Applications must meet the following minimum requirements to eligible:

1. Applications must be complete and received by the Closing Date. **If you do not receive a confirmation email, please assume that we did not receive your application.**
2. The applicant must be a nonprofit (501(c)(3)) organization in good standing with the IRS, State of Colorado and Town of Avon, and all funding-related local, state and federal agencies. The applicant must be registered as a Colorado nonprofit organization with the Colorado Secretary of State and be organized in the State of Colorado in order to be considered a nonprofit organization.
3. The application must propose a service or program that is offered to and benefits the Avon community, including residents and businesses.
4. Grant requests may not exceed \$10,000 per organization.
5. Grant funds may not be used for political or religious purposes.

APPLICATION REVIEW GUIDELINES: The Grant Committee will use the following review guidelines to evaluate eligible applications and provide funding recommendations:

1. The application proposes a program or service that supports arts, culture, education, environment, health, heritage, housing, human services or recreation in the Town of Avon.
2. The proposed program or service meets a need in the Avon community that is not met by other existing organizations, by the Town of Avon, or by other local, state or federal governments.
3. The proposed program or service will not directly or unreasonably compete with existing private businesses in Avon.
4. The applicant demonstrates a need for financial assistance.
5. Applications that request one-time funding to provide a new or expanded program or service will be evaluated on the level of matching funds from other sources and on the likelihood of success of the new or expanded program.
6. The applicant demonstrates broad community financial partnerships. *(Applications which demonstrate broad community partnerships and funding contributions from multiple sources will be viewed favorably. Applications which involve services or programs that serve a region greater than the Town of Avon should include financial contributions from other communities and neighborhoods.)*
7. The application proposes clearly defined goals and outcomes which can be measured, including evaluation of benefits to Avon community (e.g. number of Avon residents served).
8. The application requests financial support that is proportionate to the expected benefits for the Avon community.
9. The applicant has a capable organizational structure to provide the stated programs or services and to comply with grant reporting requirements (consideration will be given to the length of time for the organization and staffing resources).

APPLICATION REQUIREMENTS & SUBMITTAL GUIDELINES

THE APPLICATION CLOSING DATE IS AUGUST 29, 2022

Application Requirements: (Please do not exceed three pages)

1. Organization Executive Summary: Please provide a one-page Executive Summary of the service your organization provides. Please include the mission of your organization, an overview of how your organization is funded and whether they have received funding from the Town of Avon in the past, the target demographic of your organization, the number of recipients who participated in a program, and the specific results.

2. Organization Name _____

3. Program Title _____

3.1 Contact Person _____

3.2 Title _____

3.3 Phone _____

3.4 E-mail _____

4. Dollar amount **granted by the Town of Avon** for years 2016-2021 (if applicable): \$ _____

5. Dollar amount **granted by the Town of Avon** for 2022 (if applicable): \$ _____

6. Dollar amount **requested** for 2023 (if applicable): \$ _____

7. Description of in-kind services granted over the past two years, and requested for 2023, if applicable:

8. Please provide IRS Form 990 (Return of Organization Exempt from Income Tax) to help us assess your agency's current non-profit status.

9. Describe the proposed program or services for which Town of Avon financial support is requested including a description of the program or services are expected to benefit the Avon community.

10. Describe the number of Town of Avon residents or businesses that are expected to benefit directly from the proposed program or services.

11. Please attach your anticipated detailed line-item budget for the requested 2023 support, including in the revenues all other funding partners, specifically listing all local government or municipal funding. Funds are not available for capital improvements, equipment or supplies.

12. Describe how you will measure the success of the program or service for which funding is requested. Please include clear objectives, outcomes, metrics and expectations.

13. Describe the need for the Town of Avon's financial support for the proposed program or service.

14. Please list all anticipated funding sources for the current (2022) and coming year (2023). Be sure to highlight any opportunities to leverage Town funds with external funds.

I affirm that all of the information included in this application, its attachments, and its supplemental documents is true and correct to the best of my knowledge.

Authorized Signature

Date

Printed Name: _____

Application Submittal Guidelines:

1. Please email info@avon.org to request a link to submit your completed PDF application and attachments.
2. Number each item in the application to correspond to the Application Requirements stated above.
3. Do not exceed three (3) pages excluding attachments.
4. Only one application may be submitted per organization.
5. Incomplete or late applications will not be considered.

***Please note that no additional materials will be accepted.
Do not send newspaper clippings, letters of support or promotional materials.
The Town of Avon will confirm receipt of all applications.***

Review Process & Schedule:

June 10, 2022	2023 Town of Avon Community Grant Program Application Materials Available
August 29, 2022	Closing Date for Applications
Week of September 19, 2022 (tentative)	Funding Recommendations by <i>Ad Hoc Review Committee</i>
October 28, 2022 (tentative)	Council Budget Retreat to Review and Provide Direction on 2023 Community Grant Program Funding, as Recommended by the Ad Hoc Review Committee
December 13, 2022 (tentative)	Public Hearing and Adoption of 2023 General Fund Budget
December 16, 2022 (tentative)	Notification of Awards

Disclosures to all applicants:

- Funds will not be available until after January 1, 2023 and may be dispersed in installments, if awarded.
- Notification of awards will be sent after the Town Council approves the final budget in December, 2022.