

CITY OF SURPRISE
Subcommittee on Community Outreach, Partnerships and Grants
16000 N. Civic Center Plaza
Surprise, AZ 85374
Thursday, January 28, 2021 @ 4:00 PM
COUNCIL CHAMBERS



NOTICE: In an effort to protect health and safety of city employees, residents, and visitors, the Council Chambers will be closed to the public during this meeting. The public may access the meeting by viewing a live stream or broadcast of the meeting. To watch live, please visit www.surpriseaz.gov/surprisetv, the Surprise City Gov Facebook page at www.facebook.com/cityofsurprise. Cox channel 11 and Century Link channel 8513 will also carry the meeting live.

Here is the link for the agenda: For instructions on how to comment on agenda items and public hearings, please go to: <https://bit.ly/3dbrQD2>

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Council Subcommittee on Community Outreach, Partnerships & Grants Meeting Agenda

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

CONSENT AGENDA:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|------------------------------|
| 1. | Internal | Consideration and action pertaining to the approval of the September 10, 2020 Council Subcommittee on Community Outreach, Partnerships and Grants meeting minutes. | Human Svcs and Comm Vitality |
| 2. | Citywide | Discussion and update on the Surprise Community Outreach Program (SCOP) grant program for FY21. | None |
| | | | Human Svcs and Comm Vitality |
| 3. | Citywide | Discussion regarding a proposed Arts & Cultural Grant Program. | Human Svcs and Comm Vitality |

- | | | | |
|----|----------|---|------------------------------|
| 4. | Citywide | Consideration and action on the recommendation to City Council on whether to proceed with or suspend the Neighborhood Grant Program for FY21. | Human Svcs and Comm Vitality |
| 5. | Citywide | Consideration and action pertaining to the timeline, application and rubric of the Surprise Community Outreach Program (SCOP) grant program for FY22. | Human Svcs and Comm Vitality |

G. Other Business and Future Agenda Items

H. Executive Session

For information purposes: Upon a public majority vote of a quorum ("Commission"), the Commission may hold an executive session, which will not be open to the public, but for only the following purposes: discussion or consideration of records exempt by law from public inspection (A.R.S. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (A.R.S. §38-431.03(A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

I. Adjournment

SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED: Tuesday, January 26, 2021 @ 3:10 p.m.

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Subcommittee on Community Outreach,
Partnerships and Grants

Council Meeting Date: January 28, 2021 Contact Person:
Submitting Department: Human Svcs and Comm District: Internal
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the approval of the September 10, 2020 Council Subcommittee on Community Outreach, Partnerships and Grants meeting minutes.

Motion:

I move to approve the meeting minutes for the September 10, 2020 Council Subcommittee on Community Outreach, Partnerships and Grants meeting.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. 2020-09-10 Subcommittee COPG Minutes
-

Subcommittee on Community Outreach, Partnerships & Grants

Meeting Minutes

September 10, 2020 @ 2:00 p.m.

Surprise City Hall
Council Chambers
16000 N Civic Center Plaza
Surprise, AZ 85374

The meeting was called to order by Chair Chris Judd at 2:00 p.m.

Chair Chris Judd, Councilmembers Nancy Hayden, and David Sanders were present. Staff present included Seth Dyson, Deb Perry, Lord Garcillano, Makenna Goodrich, and Breanne Lorefice.

The Subcommittee reviewed the meeting minutes from July 15, 2020. Councilmember Hayden made a motion to approve. Chairman Judd seconded the motion. The motion passed 2-0-1. Councilmember Sanders abstained.

The Subcommittee listened to 36 presentations by applicants, and scored each applicant using the rubric. The scores were tabulated and averaged in order to rate the applications. The subcommittee members discussed the amount they would like to fund for each of their choices.

Councilmember Hayden moved to approve the funding recommendations as noted below. Councilmember Sanders seconded the motion. Motion passed 3-0.

Agency	Requested	Recommendation
Employed & Overjoyed Foundation	\$10,000	\$10,000
WHAM	\$5,896	\$5,896
Surprise Young Life	\$4,800	\$3,800
Fresh Start Women's Foundation	\$5,000	\$3,000
HART Pantry	\$6,000	\$5,000
St. Vincent de Paul	\$10,000	\$5,000
Benevilla	\$10,000	\$5,000
A New Leaf - VITA	\$10,000	\$5,000
The Rotary Club of Surprise	\$10,000	\$5,000
Sounds of Autism	\$8,500	\$2,500
One Step Beyond	\$10,000	\$7,500
Special Olympics AZ	\$7,700	\$5,000
Hospice of the Valley	\$7,950	\$3,000

Kiwanis Club	\$5,118	\$3,250
Radiant Church	\$10,000	\$3,500
Meals of Joy	\$10,000	\$5,000
West Valley Art Council	\$10,000	\$5,000
Seeds of Hope	\$4,750	\$4,750
Valley View Community Food Assistance	\$9,000	\$1,904
Chance Shelter	\$6,000	\$2,000
Dysart Education Foundation	\$10,000	\$5,400
Grand Canyon Council	\$10,000	\$2,500
Banner Alzheimer's Foundation	\$10,000	\$1,000
Justa Center	\$10,000	\$0
Stage Left Productions	\$10,000	\$0
Seed Spot	\$10,000	\$0
Stepping Up for Seniors	\$7,200	\$0
A New Leaf - DVCA	\$10,000	\$0
Phoenix Rescue Mission	\$10,000	\$0
AZ Caregiver Coalition	\$3,450	\$0
American Patriot	\$7,000	\$0
Banner Health Foundation	\$10,000	\$0
Reveille Foundation	\$10,000	\$0
Helping Families in Need	\$10,000	\$0
Cancer Support Community	\$10,000	\$0
Youngtown Community Fund	\$10,000	\$0
TOTAL	\$308,364	\$100,000

Councilmember Hayden motioned to adjourn. Councilmember Sanders seconded the motion. The motion passed 3-0. The meeting adjourned at 7:33 p.m.

Approved by:

Minutes transcribed by:

Chris Judd, Chair

Breanne Lorefice



CITY OF SURPRISE
Subcommittee on Community Outreach,
Partnerships and Grants

Council Meeting Date: January 28, 2021 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations: None

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion and update on the Surprise Community Outreach Program (SCOP) grant program for FY21.

Motion:

Discussion only

Background:

The SCOP program for FY21 awards were made in October 2020.

Objective Analysis:

This item will update Council on the program progress for each of the SCOP awardees.

Policy Compliant:

This item is compliant with City and council policies.

Financial Impact:

To date \$37,822.82 has been reimbursed to awardees.

Budget Impact:

This item was fully funded as part of the FY21 budget process.

FTE Impact:

NA

ATTACHMENTS:

1. SCOP Quarterly Update - 12.2020
-

**Surprise Community Outreach Program Update
Dec-20**

Agency	Program	Amount Awarded	Amount Spent to Date	Update
A New Leaf	Volunteer Income Tax Assistance (VITA)	\$5,000		VITA Program - Beginning January 16
Banner Alzheimer's Foundation	Dementia Friendly Surprise	\$1,000	\$ 1,000.00	We are grateful for the generous funding provided by the City of Surprise and have used the funds in entirety to support the Memory Café project. We have continued to support these families offering twice monthly support, connection, life enrichment and linkage to important west valley community resources through the virtual Memory Café. Since July 2020, we have trained 51 Dementia Friend Champions who have helped offer Dementia Friends Informational sessions to more than 212 community members bringing the total to 875 new Dementia Friends in 2020.
Benevilla	Wirtzie's Preschool and Child Care Center	\$5,000	\$ 1,500.00	Since the beginning of October and this grant period, Wirtzie's has taken care of 57 unduplicated children from the City of Surprise. Our goal is to take care of 90 through the grant ,period, so we are on track to complete this goal.
Chance Shelter	Crisis Intervention	\$2,000	\$ 713.22	We have been able to utilize the grant funds that were awarded to Chance Shelter toward vet care and crisis intervention for animals in the Surprise Area. We have submitted four total invoices as of 12/1/2020, which provided for a total of eight animals in the community.
Dysart Education Foundation	Live from Surprise Program	\$5,400	\$ 3,824.14	The BirdDog robotic camera is an immediate implementation and the backbone of what our project is for live academic, Arts, and Sporting Events. The items that will support our community will be implemented once individuals are able to attend in person, as well as CTE Events, Future Freshman Night, AIA Events, All District Events, and DSB Live Summer Camps.
Employed and Overjoyed Foundation	Spencer's Place Internship Training Program	\$10,000	\$ 3,396.62	Spencer's Place has implemented the internship and has recruited 4 interns with intellectual and developmental disabilities from the Surprise area. The SCOP funds are being used to devote one job coach to facilitate the interns. The job coach was hired specifically to focus on the interns and their development.
Fresh Start Women's Foundation	Virtual Services for Surprise Residents	\$3,000	\$ 3,000.00	Fresh Start is currently providing all of our programs and services virtually with great success. So far, we are well on our way to meeting our goals. Continue to serve more women than ever before with our virtual offerings. This grant has helped to ensure our Fresh Start staff can continue to help women in the City of Surprise meet their challenges and achieve their best future through our innovated and integrated virtual programs.
Grand Canyon Council	COVID Relief Camping Scholarship	\$2,500		

**Surprise Community Outreach Program Update
Dec-20**

Agency	Program	Amount Awarded	Amount Spent to Date	Update
HART Pantry	At-Risk/Homeless Teens Food	\$5,000	\$ 5,000.00	The volunteers of HART PANTRY have provided weekend food and snack food bags to all Dysart District HS students who had been requesting food for the past year. Since the schools reopened they've supplied approximately 100 weekend food bags, working together with the social workers and nurses they have been able to provide for all needs.
Hospice of the Valley	Community Education and Support Programs	\$3,000	\$ 150.00	With funds from your grant, 30 individuals were able to participate in our virtual community education event, Mindfulness Practices for Easing the Stress of the Season. Hospice of the Valley's Dementia Program Director, Dr. Maribeth Gallagher, helped participants learn ways to manage anxiety and frustrations of the holiday season through mindfulness practices. Due to the virtual nature of this community education event, we do not have data on the locations of the participants, but this event was advertised to City of Surprise residents via the City of Surprise Chamber of Commerce Community Calendar and through the Surprise Community Resource Update Newsletter. To view a recording of this event, please visit https://hov.wistia.com/medias/jk5gr6j53v .
Kiwanis Club of Surprise, AZ Foundation	Tablets for Dysart Community Center Kids Camp	\$3,250		The Kiwanis Club of Surprise, AZ Foundation ("Foundation") purchased 25 tablets, screen protectors, covers and several surge protectors in November 2020. Since the Dysart Community Center student programs are closed, we have not been able to put the tablets to the intended use. As soon as the Surprise After School Program at the Center reconvenes, the Director will begin to use the tablets in programs.
One Step Beyond	Surprise Culinary and Catering Program	\$7,500		The funds will purchase new equipment for the Surprise Culinary and Catering Training Program in January 2021. The equipment will be used for years in the program.
Radiant Church	Christmas Event	\$3,500		
Rotary Club	Scholarship Fund	\$5,000		
SCOSIC operating Meals of Joy	Meals of Joy	\$5,000		
Seeds of Hope International Ministries	Community Enhancement Project	\$4,750	\$ 2,600.00	The SOHIM Community Enhancement Project is in its 1st phase and is continuing with both community outreach initiatives and funding of approved project objectives. Planning and preparations have begun for the following events, 2021 Bean Bag Day and Marriage Enrichment Project.

Surprise Community Outreach Program Update
Dec-20

Agency	Program	Amount Awarded	Amount Spent to Date	Update
Sounds of Autism	Life Skills Program	\$2,500	\$ 2,500.00	Sounds of Autism grant was used for weekly life skills workshops, supporting Early Intervention, Mental and Behavioral Support and Resource Solutions, Crisis Intervention First Responder and At-Risk Population training and Unified Roadmap Life Skill training to prepare for Sustainable Jobs and Independent Adult Life.
Special Olympics Arizona, Inc.	Inclusive Transition Resource Program	\$5,000	\$ 1,913.37	SOAZ purchased new uniforms for the Unified Sports team at Shadow Ridge High School in November. These new uniforms will outfit 30 Special Olympics athletes and Unified partners in Surprise as they participate in their school's unified program.. Over the last two months, SOAZ has started the beginning stages of building a transition resource on our website that will show athletes where they can transition to when graduating high school.
St. Vincent de Paul, St. Clare of Assisi Conference	Rental Assistance	\$5,000	\$ 5,000.00	The Society of St. Vincent de Paul, St. Clare of Assisi Conference helped ten low income families with minor children with rent payments. \$500.00 per family all being Surprise residents and our conference matched or exceeded the \$500.00 per family.
Surprise Young Life	Back to School Campaign	\$3,800	\$ 1,273.51	This grant has been pivotal in helping us meet this goal. We started our weekly clubs in August and had 15 successful weeks of clubs as we met in outdoor spaces. The grant was used to buy a portable sound system, portable projector and screen and yard games. We were able to have great clubs with the new equipment. We also purchased 100 cloth masks with the Surprise YL logo for the kids to wear at club and camp. We have continued to provide breakfasts and dinners for kids throughout the fall. We submitted one receipt for food as some food had been donated by families. Throughout the fall, we have had engagement with 126 high school students, 29 middle school students and 79 college students who attended at least one of our programs in person. Our Capernaum program for adolescents with special needs continues online and they average 18-22 kids on zoom for club each week.
Valley View Community Food Assistance	Food for the Hungry	\$1,904		

Surprise Community Outreach Program Update
Dec-20

Agency	Program	Amount Awarded	Amount Spent to Date	Update
West Valley Arts Council	Peacebuilding through the Arts - Project Ink	\$5,000		WVA will implement these new programming options in 2021. Peace Building Through the Arts will reduce gender-based, racial, and youth violence through non-violent communication, mindfulness practices, and art-based projects through a lecture series at ART HQ. Project Ink will be a curated art exhibition depicting tattoos and the stories behind them that illustrate such themes as survival through what seemed impossible, overcoming tragedy, and coming through to the other side.
WHAM Art Association	Art: A Path to Healing	\$5,896	\$ 2,996.38	With the continued support of our city we are in our 6th year providing Veterans a free art class and lunch, which gives Veterans a safe place to gather and learn art skills.
		\$ 100,000.00	\$ 34,867.24	



CITY OF SURPRISE
Subcommittee on Community Outreach,
Partnerships and Grants

Council Meeting Date: January 28, 2021 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion regarding a proposed Arts & Cultural Grant Program.

Motion:

Discussion only

Background:

The Arts & Cultural Advisory Commission would like to begin a new Arts & Cultural Grant program to offer grants to community-based organizations located in Surprise that are pursuing arts and culture-based events or activities that further the commission's mission to spur cultural growth in Surprise. The program would begin in Fiscal Year 2022.

Objective Analysis:

This item is to advise the Subcommittee on a separate grant funding program being proposed by the Arts & Cultural Advisory Commission.

Policy Compliant:

This item is compliant with City and Council policies.

Financial Impact:

The new Arts and Cultural Grant Program would be funded by the Arts & Cultural Advisory Commission in an amount not to exceed \$10,000.

Budget Impact:

The allocated funding for the program would be included in the Fiscal Year FY2022 budget.

FTE Impact:

N/A

ATTACHMENTS:



CITY OF SURPRISE
Subcommittee on Community Outreach,
Partnerships and Grants

Council Meeting Date: January 28, 2021 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No	Regular: Yes	Public Hearing: No	Report/Discussion: No
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Agenda Wording:

Consideration and action on the recommendation to City Council on whether to proceed with or suspend the Neighborhood Grant Program for FY21.

Motion:

I move to recommend that the City Council proceed with the Neighborhood Grant Program for FY21.

I move to recommend that the City Council suspend the Neighborhood Grant Program for FY21.

Background:

Each year, City Council offers funding for the Neighborhood Grant Program in the amount of \$10,000. This program offers communities the opportunity to request funding for community-type events.

Given the pandemic and restrictions as set-forth in Executive Orders by the Governor, public or community events are limited.

Objective Analysis:

This item is to provide guidance for staff regarding the program.

Policy Compliant:

This action is compliant with City and Council policies.

Financial Impact:

There is \$10,000 set-aside for the Neighborhood Grant Program. If the Subcommittee recommends suspension of the program for FY21, the monies set-aside will not be utilized.

Budget Impact:

This item was included as part of the FY21 approved budget.

FTE Impact:

N/A

ATTACHMENTS:



CITY OF SURPRISE
Subcommittee on Community Outreach,
Partnerships and Grants

Council Meeting Date: January 28, 2021 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the timeline, application and rubric of the Surprise Community Outreach Program (SCOP) grant program for FY22.

Motion:

I move to approve the timeline, application and rubric of the Surprise Community Outreach Program for FY22.

Background:

In an effort to support and grow the quality of life in Surprise, City Council offers the Surprise Community Outreach Program (SCOP) grant program. This program provides financial assistance to qualified non-profits that provide a direct service to Surprise residents. Grant requests can be made for up to \$10,000.

Objective Analysis:

Approval of this item will allow staff to open the grant application process without any further action from the subcommittee.

Policy Compliant:

This item is compliant with City and Council policies.

Financial Impact:

The Surprise Community Outreach Program may result in up to \$100,000 in expenditures annually dependent on the approved budget.

Budget Impact:

This item is set to be included in the Fiscal Year 2022 budget approval.

FTE Impact:

None

ATTACHMENTS:

1. SCOP FY22 Timeline - DRAFT



Date: January 28, 2021
To: Community Partnerships and Grants Sub-Committee
From: Seth Dyson, Director
Re: Surprise Community Outreach Program FY2021-2022

In the past, the City Council has approved program funding to support local non-profits. The following is a brief timeline of the process that will be followed to ensure that the program is consistently implemented.

January 28	Application to be reviewed for administrative changes
March 29	Funding opportunity is publicly released
April 6	Virtual Pre-Application meeting held
April 30	Applications due (5-week application period)
May (TBD)	City Council Sub-Committee will review program applications and make a recommendation for FY20 funding.
June 1*	City Council will approve a budget that identifies the amount of program funding allocated to the Community Outreach Program
June 15	City Council will vote on recommendations for funding
June 16 - 18	Letters to awarded applicants will be issued* <i>*Upon full Council approval</i>
June/July	Initiate and finalize contracts with awardees

**Date subject to change*

October 15, 2021	Quarterly Report due from program recipients, including requests for reimbursements
January 15, 2022	Quarterly Report due from program recipients, including requests for reimbursements
April 15, 2022	Quarterly Report due from program recipients, including requests for reimbursements
June 15, 2022	End of program report due, including final requests for reimbursements. Final presentation to Sub-Committee



S U R P R I S E

A R I Z O N A

COMMUNITY OUTREACH PROGRAM

GUIDELINES AND APPLICATION

FY 2021-2022



Surprise Community Outreach Program FY2021-2022

The City of Surprise is pleased to announce the Community Outreach Program. The major purpose of the program is to provide funding assistance to organizations within the City of Surprise for programs, events, and activities that enhance the overall lifestyle of the community.

To be considered for the program, applicants must meet eligibility requirements and submit a completed application.

Applications for FY2021-2022 will be accepted until Friday, April 30, 2021.

Applications must be post-marked to:

**Human Service & Community Vitality
Attention: Jodi Tas
City of Surprise
16000 N. Civic Center Plaza
Surprise, Arizona 85374**

Applications must be typed, concise, and filled out completely. Applicants who receive an award during one fiscal year must re-apply for consideration for any subsequent rounds of funding.

A non-mandatory virtual pre-application meeting will be available to all applicants. This meeting will include information about the community outreach program and application process. To attend, please send an e-mail to Jodi Tas with your RSVP to the meeting. You will then receive an invitation with Webex information. This meeting will be held on:

Thursday, April 6, 2021

2:00pm

Webex Meeting

Official notification will be sent to all applicants following official action by the Surprise City Council. Successful applicants must sign and return the acceptance form before funds are awarded.

Thank you for your interest. For questions about the application or the program, please contact Jodi Tas at (623) 222-1330 or jodi.tas@surpriseaz.gov.



Guidelines

1. Receipt of an award does not guarantee continued support in subsequent years.
2. Applicants must have enhancement of community lifestyle as their primary mission.
3. Applicant must provide an event, program, or activity that makes Surprise better.
4. The proposed project must take place in the City of Surprise and be open to the public.
5. New applications are required for every round of funding.
6. Applications must include any pertinent financial data, including a proposed budget.
7. Applications must be typed, with an original signature and include supporting materials.
8. Late or incomplete applications will not be accepted.
9. Final reports are due within thirty days of the completion of the program/event/activity. Late or incomplete final reports may hinder an applicant's future funding eligibility.
10. Quarterly updates and a final presentation to the committee may be required.
11. Award recipients will acknowledge the award in all programs, press releases, and other publicity with the following credit line: "_____ is supported by an award from the City of Surprise Community Outreach Program."
12. All applicants agree by accepting the award that all activities surrounding the function will be open to all members of the public and no person shall be denied access to, or participation in, the events on the basis of race, color, national origin, sex, religion, or disability.
13. Maximum award per applicant will be \$10,000.
14. Funds are provided on a reimbursement basis; no upfront monies will be distributed.
15. Applicants must provide 501(c)3 verification by providing a list of the organization's board of directors, a copy of the non-profit federal tax status 501(c)3, a copy the 501(c)3 Arizona Corporate Commission annual report and W9 Form. Or the applicant must partner with a 501(c)3 organization.
16. Awarded applicants do not have authority or privileges associated with City sponsorship, donations and/or in-kind not identified within the grant award letter (example: Channel 11, Progress Magazine, rental equipment, etc.).
17. Applicants must present their proposal to the Council Sub-Committee on Community Outreach Partnerships & Grants during the **May XX, 2021** meeting. The meeting is currently scheduled for **X:XXPM** at Surprise City Hall, Council Chambers, 16000 N. Civic Center Plaza. Additional meeting information will be sent upon receipt of application.



**COMMUNITY OUTREACH PROGRAM
2021-2022 FUNDING APPLICATION**

Section 1

Date: _____

Organization Name: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Contact Person/Title: _____

Proposal Due Date: Friday, April 30, 2021 by 5:00 p.m.

Name of the project/activity for which you are requesting funding: _____

Please indicate the amount of funding you are requesting: \$_____

Did you receive Community Outreach Program funding last year? _____

Have you applied for other grant funding such as CDBG Public Service funding from the city: Yes No

Authorized Agency Representative

Title

Date



Section 2

Eligibility Criteria

1. Applicants must provide direct services which improve the health and welfare of Surprise residents. The Community Partnerships & Grants Sub-Committee is interested in seeing proposals focus on the following areas/groups in Surprise:
 - a. Community building events
 - b. Programs and services which respond to the Surprise [Community Needs Assessment](#) high priority needs areas and populations :
 - i. Low to moderate income individuals and families/youth
 - ii. Homeless individuals and families/youth
 - iii. Individuals with disabilities/special needs
 - iv. Seniors (over 62 years of age)
 - v. Veterans
 - vi. Survivors of violence (domestic, sexual, and hate crimes)
 - vii. Individuals with mental health, behavioral health, substance abuse, and health care treatment needs
2. Applicants that received previous funding must be current in their reporting and have submitted timely and accurate reports.
3. Applicants must demonstrate the ability to generate revenue from other sources.



Application Directions

- a. Please provide comprehensive and clear responses to each of the sections below. Respond to all questions, if a question does not apply to your proposal; indicate this by responding "Not Applicable". Times New Roman or Arial 12 point font and black type must be used. It is preferred that completed applications be emailed to jodi.tas@surpriseaz.gov. If it is not possible to email the application, please call Jodi Tas at 623.222.1330.
- b. Please respond to the following questions with clear and specific information. The following questions will be ranked on a point system of up to **100 points**.
 1. Provide a brief description of your proposed program/event/activity. Include any previous history, evidence that the event will take place in the City of Surprise, any partnerships with other groups/organizations and how the SCOP funds will be used. (no more than one page) **25 points**
 2. Demonstrate the need for the proposed project/program. (no more than 1/2 page) **25 points**
 3. Specify the total number of persons expected to be served by this project during the funded year and the number of Surprise residents who will be served. (no more than 1/2 page) **15 points**
 4. Identify one goal and three measurable objectives which will be met by this project. (no more than one page) **15 points**
 5. Provide evidence of other leveraged resources. (No more than a paragraph) **10 points**
 6. What is the minimum amount you could accept in order for your program/event/activity to be successful? **10 points**

The City of Surprise reserves the right to reject any and all applications and to waive any requirements in an application when it deems it necessary and in the best interest of the City.



Application Checklist

- ☐ Completion of Application sections B 1 through 6
- ☐ Application typed and signed
- ☐ Proposed budget
- ☐ 501(c)3 verification includes all items listed below or the applicant must partner with a 501(c)3 organization:
 - List of board of Director's
 - Copy of the non-profit federal tax status 501(c)3
 - Copy the 501(c)3 Arizona Corporate Commission annual report
 - Completed W9 Form
- ☐ Any additional documentation supporting your proposed project

Turn in this checklist, the application, and all corresponding items no later than 5pm Friday, April 30, 2021.

Late or incomplete applications will not be accepted.

Section 3

Budget

SCOP Expense Report 2021-2022

PROGRAM: Surprise Community Outreach Program (SCOP) 2021-2022

Request \$

Start Date 07/01/2021

Other Funds \$

End Date 06/15/2022

APPLICANT INFORMATION:

Name: _____

Address: _____

Email: _____

Total Cost \$

Program Manager

Phone Number

	Description	Cost	SCOP Request	Other Funds	Total
1					-
2					-
3					-
4					-
5					-
6					-
7					-
8					-
9					-
10					-
TOTAL:					-

CEO Signature: _____
(Or authorized representative)

Provide a brief justification of all line items on a separate sheet.