



Community  
Project Grant

# RUTHERFORD COUNTY

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**2014**



**2015**

**APPLICANT INFORMATION PACKET**

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# **Rutherford County Community Project Grant**

## **MISSION**

Strengthen and build Rutherford County communities through a matching grant program. Community Projects should visibly and directly enhance the community where the project is completed.

## **GRANT-ELIGIBLE PROJECT EXAMPLES**

The following is a list of examples and is not exclusive of the types of Community Project Grants projects that could be funded:

- Community Signs
- Community Building Improvements/Repairs
- Community Gardens
- Community Recreation Facilities
- Community Clean-up Projects
- Community Culture Programs
- Community Festival
- Community History/Heritage

## **APPLICATIONS: What You Need to Know**

Application shall be completed and postmarked or emailed by 5 P.M. on September 15<sup>th</sup> 2014. Multiple grants may be awarded to a single community but the amount awarded shall not exceed \$1,000 to a community in a single fiscal year (July 1 – June 30). Applicants must show that they are capable of organizing, administering and executing the Community Project proposed. Grants shall be for specific improvement projects and not operational expenses. Grants shall only be awarded for purposes otherwise allowed as a governmental use of funds (i.e., public purpose) and awardees shall be required to execute a grant award contract. For FY2014-15, the eligible expense date shall be October 7, 2014.

As in the past year, the Town of Lake Lure has decided to use its Community Project Grant allocation towards the Americorps Trail Steward position. As such, no further applications from Lake Lure can be funded.

## **SELECTION PROCESS**

So as to avoid as many conflicts as possible, a Committee made up of the County Manager, Finance Officer, and Planning/Public Works Director will review all of the applications and make recommendations for awards to the Board of Commissioners. The selection criteria will be based upon the amount of local cash match, the visibility of the project in the community, the number of community participants, the feasibility of maintaining the project following grant award year, and other criteria relate to the Mission.

## **STAFFING**

The County Manager's Office will provide staffing for the Community Project Grant program. The County Manager or his designee shall solicit eligible grant applications, review applications for consistency with program mission, hold a public meeting about the application, and make recommendations to the Board of Commissioners.

## **FUNDING**

Based upon budget authority available, grants may be awarded up to \$1,000 with a minimum 1:1 community cash match. (in-kind matches **not allowed**)

## **PROJECT TERM**

FY2014-15 Community Project Grants must be completed by June 30, 2015. Grant authority shall expire on June 30 unless continued for cause upon written application to and approval by the County Manager prior to the June 30 expiration.

## **SUBMISSION PROCESS**

Complete and submit the application to the County office by 5:00 p.m. on September 15, 2014. Applications shall be mailed or emailed to one of the following addresses below:

USPS Mail: Rutherford County Government  
Attention: Adrienne Wallace, Community Project Grant  
289 North Main Street  
Rutherfordton, NC 28139

**Note: Envelope must be postmarked no later than 5 P.M., September 15, 2014**

Email: [adrienne.wallace@rutherfordcountync.gov](mailto:adrienne.wallace@rutherfordcountync.gov)  
(Subject line of email shall read "Community Grant Application")

**Note: Header block in the email must be electronically time and date stamped before 5 P.M., September 15, 2014**

For questions regarding the application process, please contact Adrienne Wallace at (828) 287-6061 or at [adrienne.wallace@rutherfordcountync.gov](mailto:adrienne.wallace@rutherfordcountync.gov).

## GRANT GUIDELINES

- Application **shall** be completed and postmarked or emailed to the County office by 5 P.M., **September 15, 2014**.
- The County will **NOT** maintain community projects.
- All local matches **shall** be cash and evidenced by receipt/invoice.
- No **“in-kind”** donations or matches allowed.
- Bonus points will be awarded for **recycled** or **reused** materials.
- Community **shall** have written permission for improvement to property.
- Grants may be awarded up to \$1,000 with a **minimum** 1:1 community **cash** match.
- Multiple grants **may** be awarded to a single community but the amount awarded **shall not exceed** \$1,000 to a community in a **single fiscal year (July 1 – June 30)**.
- Applicants must show that they are capable of **organizing, administering and executing** the Community Project proposed.
- Grants shall be for specific improvement projects and **not** operational expenses.
- Grants shall only be awarded for purposes otherwise **allowed** as a governmental use of funds (**i.e., public purpose**) and awardees shall be required to execute a **grant award contract**.
- For FY2014-15, the eligible expenses shall not occur prior to October 7, 2014.
- Community Projects funded under this grant program shall be completed by **June 30** in the fiscal year awarded. Grant authority shall expire on **June 30** unless continued for cause upon written application to and approval by the County Manager prior to the **June 30** expiration.
- The selection criteria will be based upon the **amount** of local cash match, the **visibility** of the project in the community, the number of **community participants**, the feasibility of **maintaining** the project following grant award year.
- Please include **“BEFORE”** pictures with application.
- **Late** and/or **incomplete** applications will **NOT** be recommended for approval.

# Rutherford County Community Project Grant Application

Office use only:  
Time \_\_\_\_\_  
Date \_\_\_\_\_  
Initials \_\_\_\_\_

*Application shall be completed and postmarked or emailed  
to the county office by 5 P.M., September 15, 2014*

Community: \_\_\_\_\_ Date: \_\_\_\_\_

Project Name, Feature or Location: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant Address: \_\_\_\_\_  
STREET CITY STATE ZIP

Amount Requested: \_\_\_\_\_ Amount of local cash match: \_\_\_\_\_

Email: \_\_\_\_\_

Date match available: \_\_\_\_\_ Date project completed: \_\_\_\_\_

## **Items to be included and/or attached:**

- Summary of goals and objectives for grant funds, along with a plan of action and timetable for implementation. Please include “BEFORE” pictures.
- Grant budget showing use of local matching dollars and date match will be available.  
**\*(All matches shall be cash only and evidenced by receipt/invoice.)\***

## **What is the intended use of the funds?**

## **Property where project is located and written permission for improvement?**

## **How will this visibly and directly enhance the community?**

## **Is the project created from recyclable materials?**

## **How will the project be maintained?** (County will **NOT** maintain project.)

# Rutherford County Community Project Grant

## Grant Completion Checklist

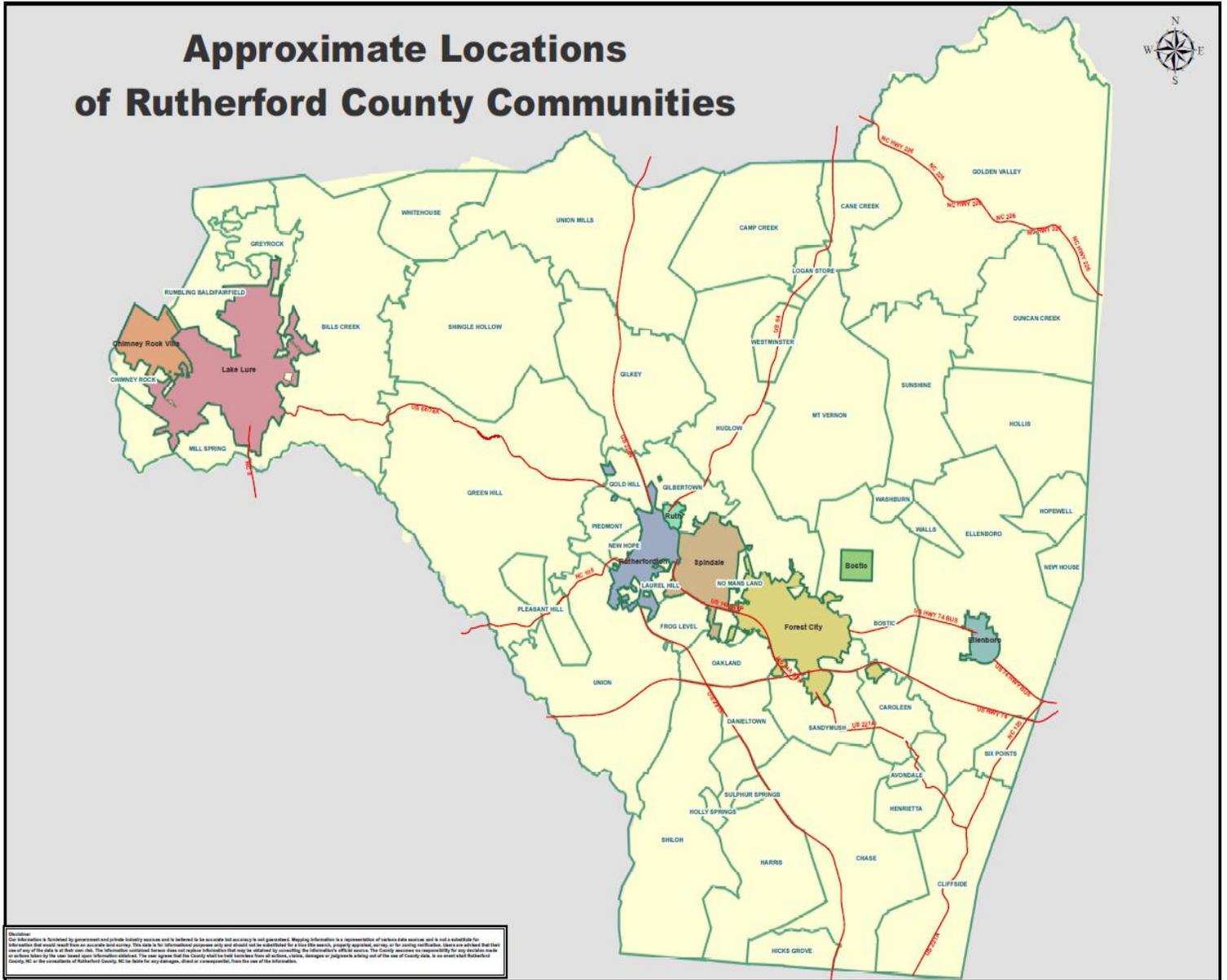
*\*Items to be included with application\**

	“ <b>BEFORE</b> ” pictures of project.
	Proof of local <b>CASH</b> match.
	Written permission for property improvement.
	Summary of <b>goals and objectives</b> for grant funds.
	A <b>plan of action</b> and <b>timetable</b> for implementation.
	<b>Itemized grant budget</b> showing use of local matching dollars and date match will be available.
	<b>Source of local match.</b>

Application Deadline: 5 P.M., Monday, September 15, 2014

Refer to this map to identify the community where the project will occur.

A larger map can be found on the County [website](#).



\*\*\*END OF PACKET\*\*\*