

2018 FCDA NON-PROFIT DIAMOND AWARD APPLICATION

Purpose:

To recognize exemplary uses of local, federal, state, and/or other funds, particularly those programs that address the needs of low and moderate income persons, families and neighborhoods. The application review team will look more favorably on projects/programs that meet a need in the community, leverages funds, and maximizes collaborations and partnerships with community agencies in developing and managing the project.

Application Deadline:

All applicants must submit the completed application along with a video (5 minutes or less – one minute is for the introduction, and the remaining 4 minutes highlights of the program) to FCDA by **April 9, 2018 at 5:00 p.m.** The application must be addressed to: Florida Community Development Association, 1515 Herbert Street, Suite 213, Port Orange, FL 32129. ATTN: Felicia Crosby - Rucker.

Eligible Applicants:

Non-profits that play a lead role in the operation or support of projects, services, and programs in low-income neighborhoods or that serve low to moderate income populations. The applications are limited to the following areas: Affordable Housing, Community Development including Public Service Activities, and Economic Development Projects funded within the last five years with CDBG, HOME, SHIP and/or other community development funds. Applicants are limited to one (1) application per agency during this application period.

Summarize the Program/Project/Service:

In no more than 100 words, briefly describe the program, project, or service including the problem, the innovative solution, and results. The application will only accept 100 words (double spaced) for the summary (every word and number or abbreviation used as a word is counted).

Provide a Program/Project/Service Narrative:

Create an overview that addresses the following five (5) topics. Each topic lists questions to help you formulate your response. The application must address all of the topics below and failure to do so renders the entry incomplete and it will not be scored.

Scoring Criteria:

Each application will be scored based on the points indicated in each of the five (5) categories. Excellent-20 points, Good-15 points, Average-10 points, Poor-5 points.

1) Leveraging of other resources **Up to 20 Points**

- 100% leveraging of financial resources – 20 pts (Excellent)
- 75% leverage of financial resources – 15 pts (Good)
- 50% leverage of financial resources – 10 pts (Average)
- 25% leverage of financial resources – 5 pts (Poor)

List the federal, state, local, and/private funds allocated to the project and identify the sources and uses of these funds. Please include any leveraging of other funds and/or in-kind resources.

2) Partnerships and/or Collaboration **Up to 20 Points**

Describe the partnerships/collaboration surrounding project development and implementation.

3) Project Description and impact on community **Up to 20 Points**

Describe the primary project service area or client base. Describe how the project addresses the needs of low- income families and neighborhoods. Describe the success of the program, project, or service. Describe why this project is being nominated for a Diamond Award. Identify the project representative who would accept the award at the FCDA Awards Luncheon.

4) Sustainability/Replicability of Program, Project, or Service **Up to 20 Points**

Describe On-going Activities and Replicability. What plans are in place or being developed to continue the program, project, or service? How easily could this be replicated by another agency or organization in a different locale?

5) Video (3-5 Minutes max.) **Up to 20 Points**

TOTAL 100 Points

Note: This section of the application cannot exceed two (2) typed pages including questions. Applications that exceed two typed pages will be rejected.