

Stadium Neighborhoods Community Trust Fund

Request for Proposals (RFP)

Frequently Asked Questions

1. What impact will the community reviewer have on the funding? [They will provide input to the committee to help them make final selections.](#)
2. Can you explain why education Pre-K through 12 wasn't included as one of the areas? Why youth engagement wasn't included as one of the areas? [The categories were based on legislation however it's possible that those could be considered a part of community engagement, depending on the proposal.](#)
3. Are you going to get rid of the committee in lieu of the reviewers? [No.](#)
4. Can an organization submit more than one proposal? [We don't recommend more than one proposal from an organization. We encourage organizations to prioritize based on what program can best fit the needs of the community. It is very unlikely that an organization would be funded for more than one proposal in the same cycle.](#)
5. What is the accountability process for organizations that get the money? [Organizations are required to provide periodic reports and show outcomes in order to draw down funds.](#)
6. What are the reporting requirements? [Organizations will be required to provide periodic reports that include an expenditure report on how the funds were used.](#)
7. if you receive funding from the first cycle can you apply for this cycle also? [Yes, however, we recommend organizations have thoroughly documented their outcomes and how additional funding can support their projects, keeping in mind the importance of sustainability.](#)
8. Will proposals be reviewed anonymously? How do we avoid grantee bias? [We have not created a system that allows for anonymous reviews. On the Community Grant Reviewer Form, we ask for any affiliations to avoid placing a reviewer on a panel that may cause a conflict of interest.](#)

[We are asking community reviewers to serve on a panel with peers in the community to offer input and feedback on the needs and how the proposals best addresses those needs. That input will be provided to the committee and considered when scoring.](#)

9. Can community grant reviewers also be a member of an organization applying for a grant? [Yes, but we want to make sure there are no conflicts of interest.](#)

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Individuals interested in being a grant reviewer are asked to list their affiliations on the Community Grant Reviewer Form.

10. Can you get approved for a different amount? Yes, an organization may request a certain amount and get approved for a lesser amount.
11. How do we achieve equity in the distribution of the grants between the different communities? We don't fund by community, but instead based on impact in the community. We are hopeful we will have an equal number of proposals submitted from each neighborhood. We need the community's assistance in ensuring this opportunity is shared.

Community reviewers will serve on a panel with peers to give input on proposals that impact their individual communities.

12. Does an audit need to be completed before or after being selected for the grant? The most recent audit needs to be completed and submitted with the proposal if the grant request amount is \$100,000 or more.
13. Can Lakewood Browns Mill be a grant reviewer can Lakewood Brownsville apply for a grant? Grant reviewers must come from the stadium neighborhoods. Organizations outside of the community can apply for funding if their project can impact one or more of the stadium neighborhoods.
14. Can a community group purchase a building to carry out mission of community programs over a number of years beyond the funding? The 3 areas that can be funded are affordable housing, community development and job training. If the purchase of a building fits into one of these categories and you can show an impact aligned with outcomes, your proposal will be considered.
15. Will you email or provide an electronic copy of the RFP packet on the website? Yes, everything is available at www.snctrustatl.org.
16. When can organizations expect to receive the funding from the initial proposals that were approved prior to this RFP launch? That is the Trust's next priority. Communication to the organizations will be sent out the week of October 29th.
17. I'd like a copy of the PowerPoint? Where can I find it online? Please visit snctrustatl.org and scroll down to the Documents section.

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18. For clarity, RFPs can be submitted from outside target neighborhood groups if working/ teaming with an entity within the community? *It is not required for the applicant to be based in the stadium neighborhoods. However, the proposal must target one or more of the stadium neighborhoods.*
19. Grant reviewers - First come. First serve? *Yes.*
20. My friend has an organization in Grant Park near Elmwood could they apply? *It is not required for the applicant to be based in the stadium neighborhoods. However, the proposal must target one or more of the stadium neighborhoods.*
21. What is or could be considered as an organization? *Any organized body of people with a particular purpose, especially a business, society, or association. The organization must hold a Certificate of Organization which establishes them as a recognized business. They also must have a Federal Employer Identification Number (EIN).*
22. What are the three levels of funding?
- | | |
|------------|--|
| a. Level 1 | \$2,000 to \$25,000 |
| b. Level 2 | \$25,001 to \$100,000 (certified financial statement required) |
| c. Level 3 | over \$100,000 (audit required) |
23. If you are a reviewer, can your group apply for funding? *Yes, but to avoid a conflict of interest, you will not be assigned to review or provide input on that proposal. Please share your community leadership position(s) and/or organizational affiliation(s) on the Community Grant Reviewer Form. This information helps us to develop Community Grant Reviewer Panels.*
24. As community reviewers do you get paid for your time as the trust fund member board get paid? *We want to clarify that the committee is a volunteer board who receive stipends for giving their time to the Trust. We have discussed incentives/tokens of appreciation for our community grant reviewers; however, at this point, we don't know what that would entail.*
25. What is the accountability process for organizations that get the money? *Organizations are expected to meet the outcomes of their proposals. They will make reports based on their project and should show their impact.*
26. How many applicants can be awarded funding? *We can not say for sure. This will be based on submission.*

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27. Will there be awards for each level of funding? [Not necessarily. It depends on the proposals, their impact and the funding request.](#)
28. Project Abstract - Too much for one page? [The project abstract should be an overall summary of your project on one page.](#)
29. Will the Trust committee have the final say as to which RFP will be forwarded to the City Council? [Yes.](#)
30. If a neighborhood association submits more than one RFP under a different community-driven initiative, will each RFP be accepted? [Yes. All proposals will be considered if they fall within the guidelines of the RFP.](#)
31. Will the grantees who have been awarded money prior to this process have to comply with any of these RFP requirements? [This is a new grant cycle and a new iteration of proposals so different requirements apply.](#)
32. Who is going to be managing the grant accountability or will the board members be managing the grant receipts? [The committee in conjunction with the program managers will manage the grant accountability.](#)
33. Do you get paid for attending the overview session? [No.](#)
34. What doesn't fall under community development? [The definition provided gives ideas on what is considered under community development. The focus should be on positive impact and outcomes in the community, which gives opportunities for a variety of projects.](#)
35. Can you share a sample proposal? [GrantSpace by Candid offers a variety of sources regarding grant writing. This resource can be found here: <https://grantspace.org/resources/sample-documents/>.](#)
36. What do you mean by "recent" audit? What is the time frame? [Great question. The audit can not be older than 2 years.](#)
37. Our neighborhood association is a resident-driven association that is also a 501(c)3. Our association is not listed as a qualified applicant. Under which category will our association use to submit the RFP? [You can apply as a 501\(c\) 3 nonprofit organization.](#)

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38. When requesting RFP Level 3 and the audit has not been completed will a pending audit be accepted until it is complete? [The audit must be complete when you submit the proposal. A copy of the audit must accompany the proposal.](#)
39. If the Attachment 2 - Budget does not list any line items that will apply to our project, can our budget line items form be used in conjunction with this form? [Yes.](#)
40. How much funding is available in the trust? [A total of \\$5 million was initially designated by the city \(17-R-3853\) with additional funds to be contributed, per the schedule described in 17-O-1080, from the sale or lease of City-owned properties in the above-named communities.](#)
41. Reporting requirements? [Reporting requirements will be depend on the project and funding request.](#)
42. How are the dollars awarded? [Proposals are submitted and reviewed by the Trust committee. Approved proposals are awarded based on their project description and fund request.](#)
43. Will committee (panel reviewers) score the proposals independently? In other words can panelist A influence panelist B's decision? [The proposal will be reviewed independently then discussed among a peer panel.](#)
44. Is there a maximum award amount? [No.](#)
45. Annual Operating Budget - Is this for all the services we provide or just for the project we want funded? [The annual operating budget is the budget for your organization-all the services your organization provides.](#)
46. Is there an adjustment period after being awarded? If a grantee submitted a proposal with the intent to serve several neighborhoods and now wants to narrow that, can they go back and change it? [Once proposals are approved and funds awarded it is expected that the project will be fulfilled as originally proposed.](#)

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47. Can funding source on the budget include partnerships that are material (in lieu of physical funding)? [Yes.](#)
48. The October 2019 listening session feedback says that there is no administrative cap but the RFP says "overhead" cannot exceed 15%. Are these one in the same?
[Yes. However, you can exceed 15% in administrative fees.](#)
49. What is the organization is a new establishment and they don't have certified financial statements or an audit? No level 2 or 3 grant? [We would recommend you apply for a Level 1 funding for the best chance of being approved.](#)
50. Does the committee have a preferred event type or frequency of event? [The activities should align with the program and request,](#)
51. Time period of the audit? I understand it's 2 years but the date? [The audit would need to have taken place no later than two years so nothing later than 2017.](#)
52. What percent of your budget can your request not exceed? [There are no specific requirements on this, but you should be mindful of capacity and what logically makes sense based on the level of capacity you have previously operated within.](#)
53. Does a tool exist to determine if someone lives in the stadium neighborhood? [Yes, please go to <https://gis.atlantaga.gov/propinfo/> and put in the resident's address to determine if they live in one of the stadium neighborhoods.](#)