



*FY'25
Strategic Community Investment Fund
(SCIF)*

**NEIGHBORHOOD
PARTNERSHIP GRANT
(NPG) PROGRAM**

TABLE OF CONTENTS

Neighborhood Partnership Grant Program Description and Information

Program Purpose.....	2
Eligible Applicants.....	3
Eligibility Requirements.....	3
Application.....	4
*Budgets.....	5-8

*

NEIGHBORHOOD PARTNERSHIP GRANT

PROGRAM PURPOSE

The primary purpose of the Neighborhood Partnership Grant (NPG) is to provide funding to nonprofit organizations for community and economic development activities that benefit the citizens. This grant is not meant to be the sole source of funding for an applicant's programs, projects or services. An important factor is the ability to leverage existing funds and/or provide seed funds for capacity building and program implementation.

SOURCE OF FUNDS

NPG is funded annually from the City of Memphis General Fund.

DESCRIPTION OF NEIGHBORHOOD PARTNERSHIP GRANT CATEGORIES

Business and Economic Development

Funds may be used to support business and economic development programs designed to increase the standard of living, create or retain of jobs or that increase wealth within the community through the enhancement and introduction of new businesses or opportunities that generate commerce. *Examples: Workforce Development/Job Training programs for low-to-moderate income persons. Small, minority and women-owned business enterprise development programs that offer technical assistance, counseling, etc.*

Community Initiatives

Funds may be used to support community initiatives aimed to address social problems, such as teen pregnancy, increasing income, developing assets, such as housing stock, and creating social services. These programs can also include social, educational, economic, physical, and cultural activities designed for community building that strengthens the capacity of neighborhood residents, associations, and institutions. Most programs in this category are short-term in nature and will have a positive impact on the community. *Examples: Community events, clean-ups, housing, green initiatives, park improvements, housing activities, etc.*

Community Development

Funds may be used to support community development activities that seek to empower people/groups by providing activities that will enhance the skills needed to affect change in their community/neighborhood. Community Development programs are activities considered longer-term and will play a vital role in creating a 'sustainable neighborhood' of choice. **Examples:** *Financial literacy classes for homeownership (supports CHDOs), neighborhood organization capacity building, computer literacy classes, self-sufficiency classes, drug/alcohol treatment, programs catered to 'at-risk youth etc.)*

ELIGIBLE APPLICANT

Non-Profit Organizations

ELIGIBILITY REQUIREMENTS

- Must be a non-profit organization with a 501(c)3 classification as determined by the IRS.
- Must be incorporated in Tennessee under the Tennessee Nonprofit Corporation Act for at least one year prior to application.
- Must provide documentation of fiscal stability and soundness of organization.
- Must provide documentation of managerial competence and organizational capacity.
- Must provide documentation of compliance with all applicable federal, state and local regulations.

WHO TO CONTACT

Inquiries regarding this grant program should be directed to contact Joyce Cox, Manager, Office of Neighborhood Engagement at (901) 636-6982 or Joyce.Cox@memphistn.gov.

**HOUSING AND COMMUNITY DEVELOPMENT
NEIGHBORHOOD PARTNERSHIP GRANT**

**APPLICATION
FISCAL YEAR 2025**

Date:

Organization Name:

Address:

AMOUNT REQUESTED - \$ _____

GRANT REQUEST

Program Name: _____

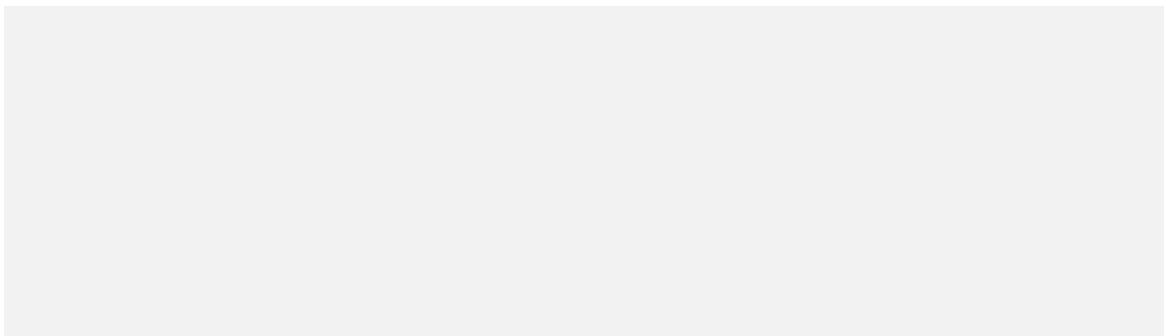
Program Administrator: _____

Phone:

Email: _____

Amount Requested: \$ _____ (\$15,000 maximum)

Please explain specifically how the grant will be used:

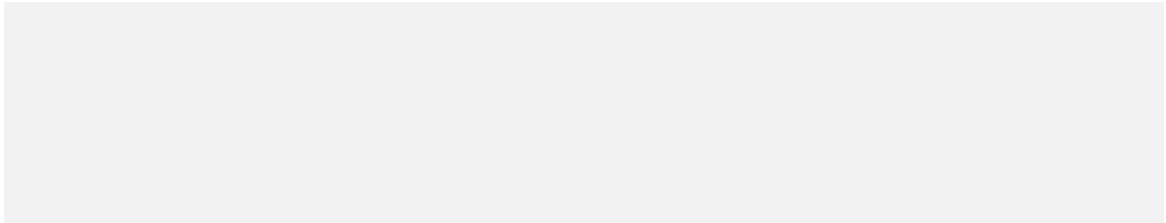


ORGANIZATION DESCRIPTION

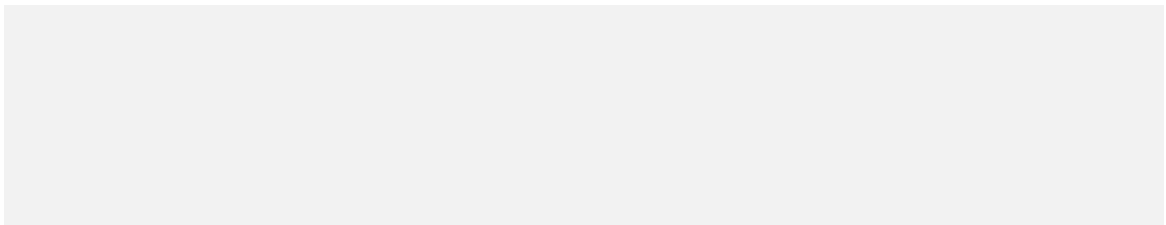
Give a brief description of your organization and its' function.



What activities are carried out by your agency?

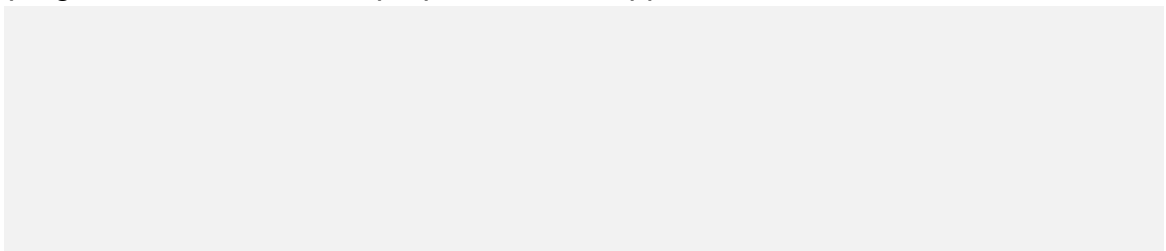


What services are provided by your agency?



EXPERIENCE NARRATIVE

Briefly describe your agency's experience and knowledge in implementing programs similar to those proposed in this application.



PROGRAM NARRATIVE

Describe your program or activities for which you are requesting funding and support.

How was the program selected?

How will the program be implemented?

What do you hope to achieve or accomplish by doing this program?

How will your program connect and engage stakeholders in the neighborhood?

How will your program benefit the neighborhood?

How will the program or improvements be maintained after the grant ends?
Have you been able to identify other possible sources of funding?

If you receive partial funding (not the total amount requested), how will you modify your program?

MEASURE THE RESULTS

What are your program goals and outcomes?

How will you measure your success?

What are the benchmarks and measurable outcomes for your program? Please state metrics that will be assessed.

INSTRUCTION

Dear Applicant,

Complete all the required budget information as well as the justification section before submitting your application. Kindly itemize costs for each category indicated on the budget. Your Budget Justification provides a narrative explanation of the funding requested. Be sure to provide sufficient information to enhance your grant application in the justification section.

YOUR APPLICATION WILL BE REJECTED IF THE PROGRAM BUDGET JUSTIFICATION IS NOT SUBMITTED.

"Applications with incomplete Budgets will be penalized"

Neighborhood Partnership Program Budget

Line Items	Neighborhood Partnership Grant Requests	Other Funds	Total Program Budget
REVENUE			
			0
			0
			0
			0
			0
			0
			0
			0
TOTAL REVENUE	0	0	0
PROGRAM EXPENSES			
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
TOTAL PROGRAM EXPENSE	0	0	0

INSTRUCTION

Dear Applicant,

Complete all the required budget information before submitting your application. The Agency Revenue & Expenditures Budget is the organization's total income and expenses for a three-year period.

Kindly itemize your revenue and expenses for past, present, and future costs for each category indicated on the budget. The revenue section should represent all income your organization has or will receive. The expenses section represents how the funds were spent. This is required to determine the soundness of your organization and need for funds.

APPLICATIONS WITH INCOMPLETE BUDGETS WILL BE PENALIZED

APPLICANT/AGENCY BUDGET
TOTAL AGENCY REVENUES AND EXPENDITURES

Agency Name: enter agency name here

Agency Fiscal Year: enter ffiscal year

REVENUE	Actual Budget*	Current Budget*	Estimated F Budget*
Agency Fund-raising			
Donations			
Government Grants (Public)			
Loans			
Non-Govt. Grants			
Fees for Services			
Other Income			
TOTAL REVENUE (A)	0	0	0

EXPENDITURES	Actual Budget*	Current Budget*	Estimated Budget*
Salaries			
Employee Taxes & Benefits			
Professional Fees			
Contracted Services			
Subscriptions/Memberships			
Communications			
Materials and Supplies			
Occupancy / Rent			
Local Transportation			
Client Services			
Major Equip. Purchases			
Bookkeeping/Audit			
Bank Fees & Interests			
Utilities			
Postage			
Phone services			
Other			
TOTAL EXPENDED (B)	0	0	0

BALANCE (A-B)	Actual Budget*	Current Budget*	Estimated Budget*
Revenue - Expenditures	0	0	0