

Community Grant for Programs



Purpose:

The Village of Long Grove recognizes the valuable contributions made by community organizations and volunteer groups to improve the well-being of the community and the quality of life for its residents. In recognition of these contributions the Village will provide assistance to such organizations through its Community Grant Program.

Eligibility:

Applicants for the Long Grove Community Grant must be organizations seeking to produce and promote a clearly defined program that addresses a wider community need. All applicants must be defined as tax-exempt organizations under any applicable statute of the Internal Revenue code. While grants are occasionally made to governmental agencies, local nonprofits receive priority. Programs that do not generally receive consideration would be religious activities, endowment campaigns, lobbying, travel, previously incurred debts, or funding deficits.

Grant Guidelines and Requirements:

1. The overall budget for the program must accompany the application in the format provided through the grant application.
2. The program must directly occur within the Village of Long Grove.
3. A representative from the group applying for the grant must be willing to attend the Village Board meeting where the application will be discussed and considered.
4. All grant recipients are encouraged to purchase goods and services from businesses located in the Long Grove whenever possible.
5. All printed material and/or other advertising media paid for with Long Grove Community Grant funds must include the Village logo along with the following credit line: Financial support provided by the Village of Long Grove Community Grant Program.

Assessment:

Applications will be assessed based upon criteria including, but not limited to the following:

- Introduction of programs that at the time of application are not being offered or provided in Long Grove.
- If an existing program, the ability to build off past years' success.
- Presentation of data that identifies the need for program deliverables in the community.
- Demonstrate collaboration, support, and cooperation among Long Grove organizations and or those that service or provide services in Long Grove
- Evaluation of other funding sources to ensure the program's sustainability during the funding period.

- Ability of the program project a positive image of the Village of Long Grove and to raise the Village's profile and brand.

Criteria and Evaluation Process:

The Village of Long Grove will consider factors such as the applying organization's background, the applicant's resources, the outcomes and impact of the program, the timetable, and the amount requested when evaluating grant applications. Additional considerations regarding the grant award include:

- The Village Board may choose to fund a portion of any request based on availability of funds.
- The Village Board may not support a program that provides services in conflict with village government services or ordinances.
- Applicants who reapply yearly are encouraged to provide an annual report including data regarding program implementation, outcomes, and impacts. Applicants submitting the same qualified projects year after year after may receive a lower percentage of funding or possibly no funding at all.

IMPORTANT NOTE:

Applicants must demonstrate how grant funds are critical to the success of the proposed programs. The grant is not intended for virtual/online programs.

Ineligible Programs:

A program is considered ineligible if it does not contribute to positively to the community's health, well-being, and or quality of life.

Release of Grant Funds

Awarded grant funding is reimbursable funding based on receipts from actual program expenditures.

Post Program Funding Summary:

An annual report shall be completed within 6 days of the anniversary of the grant's awarding. Failure to submit an annual report may affect the applicant's ability to receive future grant funding. The annual report shall include:

1. Estimated number of Long Grove residents and or businesses directly impacted by the program's implementation.
2. Summary of outreach efforts to promote the event. Include examples of event marketing pieces and advertisements.

3. General assessment of the program, which addresses the success of the program's ability to deliver services and any concerns or recommendations for changes.
4. Comparison between the expected and actual outcomes of the program.
5. Description of the organization's long-term plans for funding of this program.