

OVERVIEW

The Partnerships for Parks Capacity Fund Grant provides up to \$3,000 to strengthen the outreach, membership, and program-planning capacity of community groups who care for their neighborhood parks in all five boroughs of New York City.

- This grant is seed money for volunteer-run groups working with Partnerships for Parks who do not have existing staff, are new to the grant application process, have limited budgets, or do not have an established track record in fundraising.
- This grant covers expenses related to working with our art director to create a publication or website. All design services will be included in the grant package as well as printing costs where applicable, and any additional resources required up to \$3,000.
- If your group can cover the cost of printing fees, you may submit this application for the PFP art director's design services only.

DEADLINES AND TIMELINE

Round 1

APPLICATION DEADLINE: MARCH 15, 2020

Earliest notification of decisions: May 31, 2020

Round 2

APPLICATION DEADLINE: NOVEMBER 1, 2020

Earliest notification of decisions: January 31, 2021

All submissions (emailed or mailed) must be received by 11:59PM on the due date. Late applications post-marked on the due date will not be accepted.

FOLLOW THESE STEPS AS YOU BEGIN THE PROCESS OF APPLYING:

The application process should not begin with submitting the proposal. Contact us to go over your ideas first and be available and prompt in your responses during the grant review period.

WHAT ELSE TO KNOW?

Expect to hear about the funding decision roughly ten weeks after the deadline. Grant-funded projects and activities may only begin after awards are announced.

Grant activities must be completed within one year of receiving the award.

Grant funds must be spent and a grant report submitted upon completion of the project, no more than one year after receiving the grant.

Groups who receive grants may reapply one year after their award date, but must have completed and submitted a final report for all previous grant activities.

- 1** Speak with your outreach coordinator or Catalyst organizer to discuss your project and your group's goals.
- 2** Register for an individual consultation to discuss your group's specific proposal questions with the grants team.
- 3** Be available during the review period to answer questions. Return calls and/or emails promptly.

For information or to register for a consultation, visit

www.partnershipsforparks.org

or email the grants team at

Grants@cityparksfoundation.org.