Nonprofit Grants Program Recommendations
PROPOSED

RECOMMENDATIONS

- Delineate funding for direct services v supplemental services. Agencies who are currently operating under city funding for direct services (i.e., Tangipahoa Council on Aging, Crime Stoppers of Tangipahoa, CASA, and Tangi Humane Society) should fall under separate funding. Note: *Nonprofit agencies that receive funding for direct services would still be eligible to apply for a program or project that meets the criteria of this Nonprofit Grants Program.*

- Types of non-profit organizations can vary. This Committee recommends that organizations with 501(c)(3) agency status are given more weight during the review process as opposed to organizations that *operate* as a non-profit organization

- The City of Hammond Grants Department should be responsible for the overall management and administration (see program elements below).
  Program Elements:
    o Communication of program through an annual Funding Announcement
    o Providing information on how to apply (application, dates/times, etc.)
    o Providing clearly defined assessment criteria and support to the Grant Award Committee
    o Processing applications/payments
    o Monitoring compliance

- Assemble a Grant Award Committee each year that consists of a representative from each council district to review applications received by the Hammond City Council.   The Committee will be provided with scoring criteria to assess each application fairly and objectively. A representative from the city's Grants Department should serve as an official advisory member to the committee with full participation and no voting ability.

FORMS
The following forms should be developed/revised for the Nonprofit Grants Program.
  1. Funding Announcement/Guidelines – (draft attached)
  2. Grant Application – (draft attached)
      a. The Committee agreed upon the following revisions to the current application:
        - Each question is assigned a point value for scoring of application.
        - Design to solicit quantifiable data.
        - Keep scoring as simple as possible for both applicants and for reviewers.
        - Create scoring criteria to assess each application fairly and objectivity.