



## City of Oberlin Community Grant Program

### Purpose

The City of Oberlin Community Grant Program is designed to support nonprofit and community-based organizations that provide services and programs which **the City does not currently provide**, advance **Oberlin's Social Equity Principles**, and align with the **City's Comprehensive Plan goals**. The program seeks to strengthen community well-being, expand access to services, and invest in initiatives that directly benefit Oberlin residents.

Grant funding will be distributed across three focus areas:

- **Human Services**
  - **Youth and Recreation**
  - **Community Development**
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### Grant Structure

#### Tier 1: Major Community Grants

- **Grant Amount:** \$5,001 and above
- **Project Duration:** Up to 12 months (multi-year projects may be considered with annual reporting and reauthorization)
- **Intended For:** Established organizations proposing larger-scale or higher-impact programs, pilot initiatives, or service expansions
- **Reporting Requirements:** Quarterly progress report and final outcome report

#### Tier 2: Small Community Grants

- **Grant Amount:** Up to \$5,000
- **Project Duration:** Up to 12 months

- **Intended For:** Smaller organizations, new initiatives, or small projects with a defined scope
  - **Reporting Requirements:** Final outcome report
  - **Note:** Requests may be partially funded.
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### **Eligible Applicants**

- Nonprofit organizations (501(c)(3) or fiscal sponsor)
- Community-based organizations serving Oberlin residents
- Organizations in good standing with the City

### **Ineligible Applicants/Uses:**

- Individuals
  - Political organizations or lobbying activities
  - Programs duplicating services already provided by the City
  - General operating support (unless clearly tied to an eligible program or service)
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## **Grant Categories & Considerations**

### **1. Human Services**

Programs that address basic needs and improve quality of life.

#### **Priority Considerations:**

- Services for low- and moderate-income residents
- Food security, housing stability, health and wellness, and access to services
- Reduction of disparities and barriers to services

#### **Additional Criteria:**

- Demonstrated need within the Oberlin community
  - Culturally responsive and inclusive service delivery
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## 2. Youth and Recreation

Programs that support positive youth development and community recreation.

### Priority Considerations:

- Youth enrichment, education, mentoring, and leadership development
- Recreational opportunities that are accessible and affordable
- Programs promoting physical, social, and emotional well-being

### Additional Criteria:

- Safe and inclusive programming
  - Partnerships with schools, community groups, or local organizations
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## 3. Community Development

Programs that strengthen neighborhoods, civic engagement, and community capacity.

### Priority Considerations:

- Neighborhood improvement initiatives
- Economic opportunity and workforce development
- Civic engagement, community organizing, and resident leadership

### Additional Criteria:

- Long-term community benefit
  - Leveraging of additional resources or partnerships
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## Core Eligibility Requirements (All Grants)

All proposed projects must:

1. Serve **Oberlin residents** directly
2. Address a service or need **not currently provided by the City**
3. Align with the City's **Social Equity Principles**, including but not limited to:
  - Advancing fairness and inclusion

- Reducing systemic barriers
  - Supporting historically underserved populations
4. Align with relevant **Comprehensive Plan goals**
  5. Include **clearly defined goals and measurable success indicators**
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## **Evaluation Criteria**

Applications will be evaluated using the following criteria:

### **Program Impact (30%)**

- Clear articulation of community need
- Anticipated benefits to Oberlin residents
- Alignment with grant category priorities

### **Equity & Alignment (20%)**

- Advancement of social equity goals
- Alignment with Comprehensive Plan objectives
- Inclusive and accessible program design

### **Goals & Success Indicators (20%)**

- Clearly defined goals
- Measurable outcomes and success indicators
- Feasible evaluation methods

### **Organizational Capacity (15%)**

- Demonstrated experience delivering similar programs
- Organizational stability and governance
- Staff or volunteer capacity to implement the project

### **Budget & Cost Effectiveness (15%)**

- Reasonableness of proposed budget
- Clear connection between costs and program activities

- Leveraging of other funding or in-kind support
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## **Application & Review Process**

### **Step 1: Application Release**

- Applications will be made available publicly
- Separate application forms may be used for Tier 1 and Tier 2 grants

### **Step 2: Staff Review**

- City staff will conduct an initial eligibility review
- Eligible applications will be scored using the established evaluation criteria
- Staff may request clarifications or additional information

### **Step 3: Staff Recommendation**

- Staff will prepare a summary and funding recommendations.
- Consideration will be given to:
  - Category balance
  - Geographic and demographic reach
  - Available funding

### **Step 4: City Manager Decision**

- The City Manager will review staff recommendations
- Final funding decisions will be made by the City Manager
- Awards will be contingent upon budget availability and compliance requirements

### **Step 5: Grant Agreement & Disbursement**

- Approved applicants will enter into a grant agreement
  - Funds will be disbursed according to the agreement terms
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## **Reporting & Accountability**

- Grantees must submit required reports documenting:

- Use of funds
  - Progress toward goals
  - Measurable outcomes
  - Failure to meet reporting requirements may affect future eligibility
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### **Additional Considerations**

- The City may prioritize funding a **diverse mix of organizations and program types**
- The City reserves the right to partially fund requests
- Preference may be given to collaborative or partnership-based proposals
- Past performance on City-funded grants may be considered