



## GRANT TYPES

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Nonprofit agencies may apply for funding under any one of the five types of grants from the following two funding sources:

### **Grant Type #1: City of Concord General Fund:**

#### **1. One-time project grant**

- Grant funds projects such as capital campaigns or any other type of special project.

#### **2. Start-up grant for new programs**

- A grant for new programs within established nonprofit agencies.
- Programs are only eligible within the first two years of existence.
- If a second consecutive year of funding is approved, this amount shall be no more than 50% of the initial year's funding.

#### **3. Start-up grant for new nonprofit agencies**

- A grant for new agencies.
- Agencies are only eligible during the first two years of existence.
- If a second consecutive year of funding is approved, this amount shall be no more than 50% of the initial year's funding.

#### **4. Sustaining grant**

- This grant funds core operational expenses such as overhead costs including rent, utilities, director's salaries, phone, etc.
- Agencies must be providing an essential service that the City would have to provide at a potentially greater expense if the nonprofit agency were not available to do so.

### **Grant Type #2: Community Development Block Grant (CDBG)**

Subrecipient must meet 3 Federal guidelines to be considered for funding:

- I. Seventy percent (70%) of program funds must be dedicated to assisting low and moderate-income citizens.
- II. The agency must retain a 501(c)(3) IRS status.
- III. The agency must demonstrate a need for assistance.

#### **1. One-time project grant**

- Grant funds projects such as capital campaigns or any other type of special project.

#### **2. Start-up grant for new programs**

- A grant for new programs within established nonprofit agencies.
- Programs are only eligible within the first two years of existence.
- If a second consecutive year of funding is approved, this amount shall be no more than 50% of the initial year's funding.

### 3. Start-up grant for new nonprofit agencies

- A grant for new agencies.
- Agencies are only eligible during the first two years of existence.
- If a second consecutive year of funding is approved, this amount shall be no more than 50% of the initial year's funding.

### 4. Sustaining grant

- This grant funds core operational expenses such as overhead costs including rent, utilities, director's salaries, phone, etc.
- Agencies must be providing an essential service that the City would have to provide at a potentially greater expense if the nonprofit agency were not available to do so.

### 5. Affordable Housing Construction Grant

- **NOTE:** Please read full details of grant in Appendix B.
- Grant reimburses nonprofit agencies building safe, decent and affordable housing in Concord city limits for their cost of applicable City Water and Wastewater Connection Charges and City Zoning Clearance Permit Fees.
- Applicable charges and fees can be determined using the City of Concord's Fees and Charges Schedule located at: <http://concordnc.gov/Departments/Finance/Adopted-Fees-Schedule> or by calling the City's Planning & Neighborhood Development Department (704.920.5152).
- Nonprofit applicants must meet the following to be considered for funding:
  - Maintain a current 501(c)(3), nonprofit status.
  - Maintain a Board of Directors and bylaws and present this information to the City with annual grant request.
  - Be in good financial standing and present to the City an annual, audited financial statement with annual grant request.
  - Must have planned and constructed quality, affordable housing for at least three (3) years,
  - Be an active member of the Cabarrus Housing Partnership, and
  - Offer education programs to homebuyers.

## **APPENDIX: AFFORDABLE HOUSING CONSTRUCTION GRANT POLICY**

If funds are available during the annual budget process, the City of Concord shall allocate resources to provide grants based on a formula using the cost of applicable City Water and Wastewater Connection Charges and Zoning Clearance Permit Fees to all nonprofit agencies building safe, decent and affordable housing in Concord city limits.

To be eligible for a grant the agency must:

- Maintain a current 501(c)(3), nonprofit status.
- Maintain a Board of Directors and bylaws and present this information to the City with annual grant request.
- Be in good financial standing and present to the City an annual, audited financial statement with annual grant request.
- Have planned and constructed quality, affordable housing for at least three (3) years.
- Be an active member of the Cabarrus Housing Partnership.
- Offer education programs to homebuyers.

To submit a grant request, an agency must complete the City of Concord External Agency Funding Application (available on the City's budget website or mail by request) and submit it during the City's annual budget process to the City's Finance staff as part of funding requests from external or nonprofit agencies. The Application will be reviewed by the City's Business and Neighborhood Services, City Manager's Office, and Finance Departments and presented to City Council along with other nonprofit funding requests at City Council's annual external agency presentations for funding.

Funding for the nonprofit agency affordable housing grants shall generally be allocated from Community Development Block Grant (CDBG) Funds only with no utility fund monies allocated for this purpose. ALL GRANTS WILL BE SUBJECT TO AVAILABLE FUNDS AS PART OF THE ANNUAL BUDGET PROCESS. A portion of or no grant requests may be funded if funds are limited or not available to support the grant requests.

Nonprofit agencies wishing to request an affordable housing grant, should base the grant amount on formula using the applicable fees described herein multiplied by the number of houses expected to be fully constructed and occupied during the next fiscal year (July 1-June 30). The agency shall list addresses or locations of houses to be constructed and construction schedule for each. The agency will be notified at the beginning of each fiscal year of the grant amount approved in the City budget.

*The agency is still required to pay all applicable City Water and Wastewater Connection Charges and Zoning Clearance Permit Fees before construction begins, even if grant has been approved in the budget process. After a house is constructed and a Certificate of Occupancy is received from Cabarrus County, the agency shall submit a request in writing for a grant to the City's Director of Business and Neighborhood Services who will review the application and submit it to the City's Finance Director to pay the agency using a formula based on the amount previously paid the City for Water and Wastewater Connection Charges and Zoning Clearance Permit Fees. The agency must attach the County's Certificate of Occupancy to the written request for the grant. The agency shall submit only one written request per house to for a payment based on the formula using the applicable fees as the basis per this policy after Certificate of Occupancy is received.*

All approved grants expire at the end of the fiscal year (June 30). Houses that have been approved by the City and are eligible for grants but are not completed during the fiscal year should be included in the grant application for the following year or the agency may substitute houses for grants if approved by the City of Concord City Manager. Agencies are required to notify the City of Concord Finance Director in writing of any changes requested with the grant.