



Building It Together Grant Program Infrastructure Grants

OUR VISION

Mosaic Community Church seeks to make our great city even better by joining in Jesus's ongoing work in our world, so that all people may have spiritually-connected, purpose-filled, and satisfying lives.

PROGRAM OVERVIEW

In 2012, Mosaic developed "Building It Together" (BIT), a Capital Campaign to renovate a building at 123 S. 51st Street into a new worship space and community hub. Mosaic moved into the newly renovated building in January 2014.

Before the BIT Capital Campaign began, Mosaic members pledged to give 10 percent of any proceeds received through the campaign to seed-fund a community-focused grant program. The purpose of the resulting BIT Grant Program is to support new capital-intensive, community-centric philanthropic endeavors in the West Philadelphia neighborhoods surrounding the new building.

Structurally, the BIT Grant Program is comprised of two distinct funding opportunities:

- **BIT Infrastructure Grant Program:** Projects administered by registered 501(c)(3) organizations that involve capital-intensive improvements to community assets.
- **BIT Community Partnerships Program:** Projects administered in partnership with residents and neighborhood organizations based on alignment with documented neighborhood priorities.

This document stipulates the process by which applications to the Mosaic Ministry Year 2015-2016 Infrastructure Grant Program will be reviewed and selected for funding. If you are interested in more information about Mosaic Community Church and/or the Community Partnerships Program opportunity, please visit www.mosaicphiladelphia.org.

ELIGIBILITY REQUIREMENTS

To be eligible for funding under the BIT Infrastructure Grant Program, an applicant must:

- Be recognized by the Internal Revenue Service (IRS) as an incorporated 501(c)(3); or, have a documented fiscal sponsor organization that is recognized as 501(c)(3).
- Have a missional, community-centric focus, as demonstrated by the organization's mission statement and continuous community presence for at least three years.
- Intend to use the BIT Infrastructure Grant for a specific capital project with community-focused objectives.
- Demonstrate the extent to which the benefits of the project will accrue to residents within the 19139, 19143, and/or 19104 zip codes.

Please note that the program does not require organizations to be faith-based, however faith-based organizations will receive some preference as part of the evaluation criteria. The program does not require organizations to be physically headquartered in the 19139, 19143, or 19104 zip codes, however the application must clearly document the extent to which the proposed project would benefit residents within 19139, 19143, and/or 19104.

BIT Infrastructure Grants are to be used for capital projects only, and are not eligible for operating and maintenance activities. Eligible activities include labor for construction and purchase of equipment, materials, and supplies. Examples of projects receiving funding under this program during previous rounds include:

- Supplies to outfit a middle school classroom
- Materials to construct a wheelchair ramp
- Materials for a home renovation
- Renovation of a community center entryway
- Renovation of a church's youth center
- Construction of a raised bed community garden

EVALUATION CRITERIA

Applications for BIT Infrastructure Grants will be evaluated on a score of 0 to 100 points based on the following weighted criteria:

CRITERIA	POINTS
1) Community Impact of Project	40
2) Community-Centric Mission of Organization	20
3) Demonstrated Need for Funding	20
4) Demonstrated Capacity to Administer Grant	15
5) Faith-Based Organization	5

STRUCTURE OF APPLICATION

A responsive application will include the following:

Cover Letter: Provides contact information, statement of interest, and a written statement that applicant agrees to the requirements of the BIT Infrastructure Grant Program.

Organizational Overview: Provides background information on the applicant, including mission statement, nature of business, community-based activities, and membership & giving profile.

Project Overview & Outcomes: Provides general background on the purpose and nature capital project, with a focus on measurable outcomes the applicant hopes to achieve, specifically highlighting the benefits of the proposed project to residents of the 19139, 19143, and/or 19104 zip codes.

Statement of Need: Provides information related to the financial gap to be filled by the BIT Infrastructure Grant.

Project Plan & Budget: Provides project timeline, designs and/or plans (if available), line-item expenditures (including intended uses for the BIT Infrastructure Grant within the context of a broader project, if applicable), and evidence that the BIT Infrastructure Grant will be expended within 12 months of award (see “Post-Award Requirements”).

Financial & Administrative Capacity: Demonstration that the applicant is capable of administering the capital grant and completing the proposed project, including the two most recent year-end financial statements.

MAXIMUM AWARD & MATCH REQUIREMENT

The maximum award from the BIT Infrastructure Grant Program is \$6,000. The size of each grant award up to the \$6,000 limit will be based on availability of funding and demonstrated need. There is no match requirement to receive a BIT Infrastructure Grant.

POST-AWARD REQUIREMENTS

BIT Infrastructure Grants must be expended within 12 months of award. In the event that funds are not expended within 12 months of award, applicants may submit a written request for a six-month extension. If the funds are not expended within the approved period of time, the awardee must return the unspent amount of the award to Mosaic.

Upon award, awardees must provide Mosaic with six-month progress updates until the completion of the capital project.

The reports should be submitted by the 30th of June and 31st of December in the year following receipt of funding. The contents of each progress report will be shared openly with Mosaic members.

SUBMITTAL DEADLINE & NOTIFICATION

Applications will be accepted on a rolling basis beginning September 13, 2015. All applications must be submitted via email no later than 5 PM Eastern Time on October 25, 2015 to: bitgrants@mosaicphiladelphia.org.

The applications will be reviewed by a Grant Review Committee comprised of Mosaic members. All applicants will be notified of award by December 6, 2015.

DISCLAIMER

Mosaic reserves the right to change the standards by which applications are evaluated at any time. All awards are contingent upon the discretion of the Mosaic Grant Review Committee with guidance and supervision from the Mosaic Council.



MOSAIC COMMUNITY CHURCH
123 S. 51ST | PHILADELPHIA



Building It Together Grant Program Community Partnerships

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ELIGIBILITY REQUIREMENTS

To be eligible for funding under the BIT Community Partnerships Program, an applicant must demonstrate that the proposed project:

- Aligns with documented community priorities.
- Impacts a specific neighborhood within the 19139, 19143, or 19104 zip codes.
- Can practically be administered as a collaborative "Service Day" during the Spring of 2016, with participation from both residents and the Mosaic community.

EVALUATION CRITERIA

Proposed projects will be evaluated on a score of 0 to 100 points based on the following weighted criteria:

CRITERIA	POINTS
1) Community Impact of Project	50
2) Alignment with Documented Priorities	25
3) Ability to Administer Service Day	25

STRUCTURE OF APPLICATION

A responsive application will include the following:

- **Cover Letter:** Provides contact information, statement of interest, and commitment to partner with Mosaic on a service day in Spring 2016 (date TBD).
- **Project Overview:** Background on the proposed project, including a statement of need and prospective benefits to neighborhood residents.
- **Project Budget:** Line item estimate of project expenses.
- **Community Alignment:** Evidence of community support for the project - examples include letters of support from impacted residents, neighborhood plans, or comparable documentation of priorities.

PROJECT BUDGET

The maximum allowable project budget for participation in the BIT Community Partnerships Program is \$3,000. The size of each accepted project will be based on availability of funding and documented alignment with community priorities. There is no match requirement to participate in the BIT Community Partnerships Program.

SUBMITTAL DEADLINE & NOTIFICATION

Applications will be accepted on a rolling basis beginning September 13, 2015. Applications will be accepted until June 30, 2016 or as long as funds are available.

The applications will be reviewed by a Grant Review Committee comprised of Mosaic members. Grants will be awarded on a rolling basis.

QUESTIONS

Email us at bitgrants@mosaicphiladelphia.org



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