

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: March 13, 2018  Consent  Regular  
 Workshop  Public Hearing

Department: County Administration

Submitted By: County Administration

Submitted For: Office of Community Revitalization

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: Revisions to the Office of Community Revitalization (OCR) America's Next Top Neighborhood Grant Program.

**Summary:** The program and its implementation schedule are being revised to facilitate the application process, better address residents' needs in Countywide Community Revitalization Team (CCRT) areas, and to align the grant and current budget cycles to eliminate the need for carrying over appropriated funds from one fiscal year to the next. Program revisions include: 1) clarifying the guidelines and simplifying the application; 2) forming a new grant review committee; 3) increasing the grant amount from \$5,000 to \$10,000; and 4) limiting funding to projects located in specific target areas which are in need of funding assistance. Countywide (DW)

**Background and Justification:** The America's Next Top Neighborhood Grant (ANTNG) was established by the Board of County Commissioners (BCC) in 2005 to provide funding for eligible neighborhood improvement projects and initiatives. The program was created as an incentive for neighborhood groups and individuals to become partners with County government in the betterment of their communities. Revisions to the program were needed to: 1) clarify the guidelines and simplify the application to make it more user friendly; 2) form a review committee comprised of County staff to provide technical assistance to applicants and to review, rank and recommend projects for funding; 3) increase the grant amount to better address community needs; and 4) limit funding to projects located within unincorporated Palm Beach County and the Lake Region municipalities, with funding priority given to CCRT neighborhoods which are under the purview of the OCR. The revised program, now known as the Neighborhood Engagement and Transformation (NEAT) Grants Program, is intended be more user friendly and to enable residents from targeted neighborhoods to develop more significant grassroots community projects and to work with County staff to see their ideas through to completion. OCR staff is recommending approval of the revised program. Specific funding recommendations for both FY 2018 and FY 2019 will be brought to the BCC at a later date. Bringing the funding recommendations for the two fiscal years at the same time is necessary in order to align the grant and current budget cycles, as recommended by OFMB.

**Attachments:**

1. OCR's Proposed Grant Revisions
2. NEAT Grants Program Implementation Schedule

Recommended by:  2/12/2018  
 Department Director Date

Approved By:  2/14/18  
 Assistant County Administrator Date





## OCR's PROPOSED GRANT PROGRAM REVISIONS

Item	Existing America's Next Top Neighborhood (ANTN) Grant Program	Proposed Neighborhood Engagement and Transformation (NEAT) Grant Program
<b>Grant Amount</b>	Up to \$5,000	Up to \$10,000
<b>Eligible Areas</b>	Countywide	Unincorporated Palm Beach County and the Lake Region municipalities of Belle Glade, South Bay and Pahokee, with funding priority given to Countywide Community Revitalization Team (CCRT) neighborhoods.
<b>Eligible Project Categories</b>	<ul style="list-style-type: none"> <li>▪ Neighborhood Beautification Projects</li> <li>▪ Neighborhood Organization and Capacity Projects</li> <li>▪ Neighborhood Identification Projects</li> <li>▪ Safety and Environmental Improvement Neighborhood Projects</li> </ul>	<ul style="list-style-type: none"> <li>▪ Neighborhood Beautification</li> <li>▪ Neighborhood Identification</li> <li>▪ Festivals and Special Events</li> <li>▪ Neighborhood Organizing and Sustainability</li> <li>▪ Neighborhood Outreach and Capacity Building</li> <li>▪ Public Safety and Crime Prevention</li> <li>▪ Community Gardens</li> <li>▪ Neighborhood Green Projects</li> <li>▪ Emergency Preparedness</li> <li>▪ Other</li> </ul>
<b>Grant Ranking Criteria</b>	<ul style="list-style-type: none"> <li>▪ Completeness of Application (20 points)</li> <li>▪ Project Readiness (20 points)</li> <li>▪ Tangible Neighborhood Benefit (20 points)</li> <li>▪ Community Involvement (20 points)</li> <li>▪ Neighborhood Match (20 points)</li> <li>▪ Projects located within unincorporated County and CCRT areas (10 bonus points)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Completeness of Application (5 points)</li> <li>▪ Project Readiness (15 points)</li> <li>▪ Tangible Neighborhood Benefit (35 points)</li> <li>▪ Neighborhood and Community Involvement (20 points)</li> <li>▪ Neighborhood Match (20 points)</li> <li>▪ Cash match greater than 50% of requested funds (5 bonus points)</li> <li>▪ Projects located within a designated CCRT area (15 bonus points)</li> </ul>
<b>Mandatory Requirements</b>	Applicants must attend a series of five Resident Education to Action Program Workshops	Applicants must attend a Mandatory Pre-Application Conference
<b>Grant Review Committee</b>	Steering Committee comprised of resident volunteers and OCR Staff	NEAT Grants Program Review Committee comprised of representatives from County Attorney's Office, Emergency Management, Engineering, Land Development, Risk Management, Parks and Recreation, Public Affairs, Purchasing, PZ&B, and Palm Beach County Sheriff's Office.
<b>Miscellaneous Changes</b>		Reformatted the application to clarify the program guidelines and make the application more user friendly.



## IMPLEMENTATION SCHEDULE

<u>Date</u>	<u>Activity</u>
<b>March 14</b>	Grant advertised and available to the public
<b>April 4</b>	Mandatory Pre Application Conference
<b>April 11</b>	Reviewer Training
<b>May 9</b>	Grant Application Submission Deadline Date
<b>May 14 - 18</b>	Staff compiles and reviews proposals
<b>May 21 - June 1</b>	Grant Applications Review
<b>June 6</b>	Review Committee meets to finalize reviews and proposal scoring
<b>June 7 - June 15</b>	OCR staff reconciles review committee rankings, funding availability and develops recommended allocations
<b>June 18</b>	OCR Management meets to finalize recommendations
<b>June 19</b>	OCR staff posts recommended funding on OCR Website
<b>August 14</b>	Funding recommendations and FY 2018 Contracts presented to the BCC
<b>August 15</b>	Award Notification
<b>September 5</b>	FY 2018 Orientation Meeting
<b>October 2</b>	FY 2019 Contracts presented to the BCC
<b>October 17</b>	FY 2019 Orientation Meeting