

## **Equity in Albuquerque Grant Application**

### **Purpose & Background**

The City of Albuquerque's Office of Equity and Inclusion (OEI) has received funding from the W. K. Kellogg Foundation to establish a small grant program for local community-based organizations doing equity work. The intent of these small grants is to provide flexible resources to help seed projects focused on eliminating structural barriers to equity and to improve access to jobs, services and resources for the City's most vulnerable populations. The focus of funding applications must center on communities considered most vulnerable / impacted by structural inequities, including Native American, Hispanic, Black/African American, Asian American/Pacific Islander, LGBTQIA+, immigrant, refugee, and people with disabilities. Organizations applying for funding must have either non-profit status or be fiscally sponsored by a 501 c(3) in order to accept the grant funds. Projects that engage youth may be required to conduct background checks of staff and volunteers and provide proof of such background checks.

### **Evaluation**

OEI will evaluate all applications received by the deadline of November 15, 2021 at 5 pm.

### **Funding Criteria Questions:**

1. Is your equity project physically located within Bernalillo County?
2. Does your non-profit organization or project engage a population in Albuquerque that is impacted by structural inequities? If so, what population or populations do you engage?
3. What are the age ranges of the project participants?
4. How would you use the funding if awarded?
5. Please describe the project you are seeking funding for, and the intended outcomes.
6. Describe what kinds of activities, over what period of time?
7. How will this project address equity or inclusion in Albuquerque?
8. Please list any partners that you are working with on this project along with their role.
9. What is your organization's total budget for this project?
10. How many staff and volunteers (if any) will be assigned to this project?
11. Do you provide stipends for participants? If so, what kind?

**Additional Screening Questions:**

12. Non-profit Organization Name or name of fiscal sponsor: (must match what is on W-9)
13. Primary Contact Person for non-profit or fiscal sponsor:
14. Work Phone Number
15. Cell Phone Number
16. Email Address

**Non-Profit Organization or fiscal sponsor Physical Address**

17. Street Address
18. City
19. State
20. Zip/Postal Code

**Non-profit Organization or fiscal sponsor Mailing Address – if different from physical address. (mailing address must match what is on W-9 and cannot be a PO Box)**

21. Mailing Address same as Physical Address? (yes or no?) \_\_\_\_\_
22. Street Address
23. City
24. State
25. Zip/Postal Code

**Program Contact Information if different from Non-Profit**

1. Program Contact same as Non-Profit? (yes or no?)

2. Primary Contact Person for program if different from Non-Profit:
3. Work Phone Number
4. Cell Phone Number
5. Email Address
6. Street Address

### **Demographic/Identifying Information**

1. What are the demographics of the project participants? Check all that apply:
  - White
  - Hispanic or Latinx
  - Native American
  - Black/African American
  - Asian or Pacific Islander
  - Two or more races
  - Other (please specify) \_\_\_\_\_

### **Attachments Required**

(Pre-Approval)

- City of Albuquerque modified W9

The City of Albuquerque is a government entity and subject to the New Mexico Inspection of Public Records Act (Sections 14-2-1 et seq., NMSA 1978). Notwithstanding anything contained herein to the contrary, the City shall not be responsible to the applicant for any disclosure of confidential information pursuant to the Inspection of Public Records Act or pursuant to the City of Albuquerque's public records act laws, rules, regulations, instructions, or other legal requirement or disclosure made for any other lawful purpose.

### **Certification & Release**

- Non-profit organization must deposit the grant check in a business checking account.
- Non-profit organization must agree to provide an impact report about the use and results of the grant funds by August 1, 2022.
- Be advised that grant income is considered taxable income. Grant funds can only be used for operating expenses.
- Grant funds may not be used for lobbying or electoral activities.

By accepting funds, you authorize the City of Albuquerque and the W.K. Kellogg Foundation to feature your non-profit organization or program on social media, in official City of Albuquerque marketing, and in local news outlets.

CERTIFICATIONS

I hereby certify and warrant that the non-profit organization meets all eligibility requirements applicable to the grant; all representations or statements made or furnished by me to the City of Albuquerque Office of Equity and Inclusion in connection with this application are true and correct in all material respects; and any material misstatements or misrepresentations may be grounds for withdrawing or requiring reimbursement of an award. I understand that it is a criminal violation under New Mexico law to engage in deception and knowingly make, or cause to be made, directly or indirectly, a false statement in writing for the purpose of procuring economic development assistance from a state agency or subdivision or to misuse public funds.

I further certify and warrant that no gratuities, in the form of entertainment, gifts or otherwise, were, or will be offered or given by me or my agent or representative to any officer or employee of the City with a view toward securing a recommendation of assistance or subsequent assistance or for securing more favorable treatment with respect to making a recommendation of assistance. I certify and warrant that I presently have no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the receipt of assistance and to the best of my knowledge, no officer, agent or employee of the City who shall participate in any decision relating to this application and resulting assistance, currently has, or will have in the future, a personal or pecuniary interest in the non-profit organization.

I acknowledge and agree that the City has the discretion to award assistance as it sees fit, the assistance is subject to the availability of funding, and there is no guarantee of assistance even if applicants meet eligibility requirements.

Authorized Non-profit Organization Signature (Please type your name):

Authorized Non-profit Organization or Fiscal Sponsor Signature

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Print Name

Signature of Project Lead if fiscally-sponsored by an Authorized Non-profit

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Print Name