Resolution No.:	17-288
Introduced:	October 18, 2011
Adopted:	October 25, 2011

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

By: County Council

SUBJECT: County Council's FY 2013 Process for Grant Proposals from Non-Profit Agencies

Background

1. For the past seven years, the Council has adopted resolutions to guide the Council's internal process for reviewing applications and awarding funds. In each year, the Council publized the Council Grant application; held a community grants workshop; required all organizations to submit a Council Grant application form by a stated deadline; convened a Grants Advisory Group to provide non-binding comments on grant proposals; received recommendations from the Council Grants Manager, and made final funding decisions.

Action

The County Council for Montgomery County, Maryland approves the following resolution:

1. The County Council affirms that partnerships with the non-profit community are critical to meeting community needs. These partnerships may come through competitive contracts and non-competitive contracts, and from proposals made directly from non-profit agencies to the County Executive or Council.

2. For FY 2013, the Council will continue to have a Council Grants process that will require non-profit agencies seeking funds to submit a Council Grant application form or other acceptable form (such as a Community Services Grant application). The application will be posted on the Council's website by December 15, 2011. The deadline for applications will be January 27, 2012. No applications will be accepted beyond this date. While the Council is not interested in a burdensome application process, a common requirement for information enhances the Council's decision process and improves the County's accountability to taxpayers.

3. For Fiscal Year 2013 the Council is particularly interested in proposals that provide emergency and other assistance to the neediest members of our community.

4. The Council will reach out to non-profit agencies through existing mailing lists, the media, and with a grant application workshop in order to facilitate an open and fair process. This effort will inform non-profit agencies about what they may seek funds for and what the requirements are to receive County funds through a non-competitive contract.

5. The Council is not placing limits on the amount that non-profit agencies may request or the number of applications submitted. Applications may be submitted for capital or operating funds.

6. The Council will convene a Grants Advisory Group as a part of the FY 2013 process. The Grants Advisory Group will be asked to review and evaluate the applications. The Council will provide information on the evaluation criteria in the Council Grant application. The Grants Advisory Group will also evaluate County Executive-recommended Community Grants that have not gone through a competitive process. Grants Advisory Group members will be informed that their recommendations are advisory and final decisions are made by the Council. The Grants Advisory Group will be asked to report to the Council by the end of April, 2012. Non-profit organization funding requests for County matching funds for State Bond Bills will be reviewed by Council Committees.

7. As a part of the FY 2012 process, the Council required non-profit organizations awarded funding as a Community Grant recommended by the County Executive or as a Council Grant to submit twice-yearly brief reports describing the results achieved with the funding. These Outcomes Reports are due to be received by the Council by February 15, 2012 and August 24, 2012. The Council will continue to seek ways for the County to better evaluate outcomes, including outcomes from programs and services provided by the non-profit sector. For FY 2013, the Council will also require non-profit organizations awarded funds to submit brief twice-yearly reports. The Council requests the Grants Advisory Group to review these Outcomes Reports for any programs that seek continued funding for FY 2013.

8. Non-profit agencies seeking funds for arts and humanities should apply directly to the Arts and Humanities Council, and those seeking funds for literacy, including ESOL, should apply directly to MCAEL, the Montgomery Coalition for Adult English Literacy. If any Council Grant applications fall into these categories, the Council will forward them to the appropriate organization; such applications will not be reviewed by the Grants Advisory Group. The Council will make final funding decisions for the Arts and Humanities Council and MCAEL as a part of its overall budget process. For FY 2013, the Council intends that grant awards to community-based non-profits for arts and humanities or literacy and ESOL programs will be made through grant programs administered by the Arts and Humanities Council and MCAEL respectively.

9. The Grants Advisory Group, Arts and Humanities Council, MCAEL, the Council Grants Manager, Council Committees, and the Council will make interim recommendations at various stages of the application review process. However, funding decisions are not final until the Council has completed its deliberations, reconciled expenditures and revenues, and taken action on the County Government's operating budget at the end of May.

This is a correct copy of Council action.

Linda M. Lauer

Linda M. Lauer, Clerk of the Council