

- **Purpose and Objective of Grant:**

- The CRDA is dedicated to facilitating community development opportunities throughout the City. We are dedicated to the redevelopment of Atlantic City, the attraction of visitors to the City and the improvement and beautification of the City for those who live, work and play in Atlantic City.

- **Grant Types:**

- Community Development

- *These projects are specific to the creation or support of community initiatives that will build a stronger and more resilient Atlantic City.*

- *Eligible Projects:*

- Education
- Youth Services (after school programs; summer programs; etc.)
- Honorarium (memorials)
- Cultural Festivals
 - *Funding ceiling of \$30,000 for cultural festivals.*
- Open Space Revitalization/Beautification
- Arts
- Recreation
- Health and Nutrition

- Tourism / Marketing

- *These projects are for initiatives such as special events, festivals, and concerts that will specifically benefit residents, visitors, and the Tourism District of Atlantic City. The projects should take into account the cultural and historic significance of the communities in Atlantic City.*
- *For events taking place on City property, applicants must secure special event permits for the event dates from the City of Atlantic City in advance of submitting the CRDA Grant Application. This permit must accompany the CRDA application.*
- CRDA will no longer fund “for profit” organizations.
- *Eligible Projects*
 - Free concerts
 - Parades
 - Sports
 - Cultural Festivals
 - *Funding ceiling of \$30,000 for cultural festivals.*
 - *CRDA reserves the right to make exceptions.*

- Government

- *These projects are for New Jersey State, Atlantic County, City of Atlantic City or local government undertaking projects in Atlantic City that will benefit Atlantic City.*

- **Application Process & Board Approval**

- Submit a proposal during one of the two open grant periods.
 - Grant proposals are accepted from **January 1-February 28 (Period 1)** and **July 1- August 31 (Period 2)**.
 - **Summer events should send in the grant proposal during Period 1, and winter events should send in grant proposals during Period 2.**
 - Please note there may be a gap of 3 -4 months from the time the proposal is received to when the grant is awarded.
 - Grant proposals can be sent to Grants@njcrda.com
- A meeting will be scheduled with the applicant once CRDA staff receives the proposal.
- After the meeting, the application will be sent to the applicant to be completed and returned within thirty (30) days.
- Once we receive your completed application, our team will review and evaluate your submission. You will then be notified in writing of what the next steps in the process will be.
- Grant applications will be evaluated based on the strength of each submission.
- Summer events should send in the grant proposal during Period 1, and winter events should send in grant proposals during Period 2.
- There may be a gap of 3-4 months from the time the proposal is received to when a grant is awarded.
- No grant is considered awarded unless your application is approved by the CRDA Board. Once awarded, the grantee must execute a grant agreement to be provided by the CRDA.

- **Supporting Documentation---***(CRDA reserves the right to alter the required supporting documentation as it deems necessary)*

- A minimum of two (2) Letters of Support
 - *One is desired be from the City of Atlantic City*
- IRS Tax Exempt Certificate
- Itemized Budget
- Projects taking place on city property must have a Letter of Approval from City Government.

- **Eligible Applicants:**

- Must be a 501©3, non-profit, and/or tax-exempt organization for Community Development applications.
- Have a proven track record of no less than two years providing programs/projects to the community of Atlantic City or have previous experience with the CRDA.
- A recipient of financial assistance under the grant program may participate in ONE funding round per year and may reapply for additional funding, if available, in the second year following the year of award.
- Grant funds must me spent down before a new grant can be applied for.

- If applying for a previously awarded grant, the applicant must obtain additional funding sources **separate** from CRDA grant funding.
 - This includes in-kind donations.
- CRDA reserves the right to make exceptions.

- **Eligible Project Location:**
 - All projects considered for a grant must be based in or directly benefit the residents and community of Atlantic City.

- **Ineligible Expenses:**
 - Applicant's operating expenses including but not limited to; applicants and applicants employees' salaries, wages, benefits, utilities, postage, professional development (case by case), accounting services, interest or penalties for late fees or returned checks.
 - *Training expenses may be approved for first time applicants.*
 - *Overhead/Admin/Indirect costs are no longer accepted.*
 - Audit Expense
 - Police services (for projects on City property)
 - Mercantile fees for vendors
 - Loan payments for financed events or projects
 - Projects/events outside of Atlantic City
 - In-kind donations are ineligible expenses.
 - Budget items cannot be used to pay for services received as a donation.
 - Events held or projects completed before the fully executed grant agreement.
 - Items/services invoiced or paid for prior to the fully executed grant agreement.
 - Items/services not specific to the event
 - Capital expenditures
 - Alcoholic beverages
 - Unsupported fees
 - Operator/Promoter or Sponsor profit
 - Stipends
 - Cash awards of any kind.
 - Any costs associated with items that will be sold to the public at the event.
 - "Miscellaneous" expenses or expenses not identified in the project budget.

- **Funding Disbursement**
 - All funds will be distributed on a reimbursement basis or with draws, in the sole discretion of the CRDA. All requests for reimbursement or distribution must be presented with supporting documentation to demonstration that the expense is an eligible cost under the grant agreement. Unless otherwise agreed upon, all expenditures **MUST** be supported by **quarterly invoices** (at a minimum) and at the end of the grant term, a close out report shall be completed and submitted to CRDA's Deputy Executive Director, Maisha Y. Moore, no later than thirty (30) days after the event has occurred or the project completed.

Grants Process

