

RICHLAND COUNTY
COMMUNITY IMPACT GRANTS COMMITTEE
AGENDA



TUESDAY SEPTEMBER 17, 2024

2:30 PM

COUNCIL CHAMBERS



Richland County Council 2023-2024



Derrek Pugh
District 2
Vice Chair



Jessica Mackey
District 9
Chair



Jason Branham
District 1



Overture E. Walker
District 8



Gretchen D. Barron
District 7



Yvonne McBride
District 3



Chakisse Newton
District 11



Allison Terracio
District 5



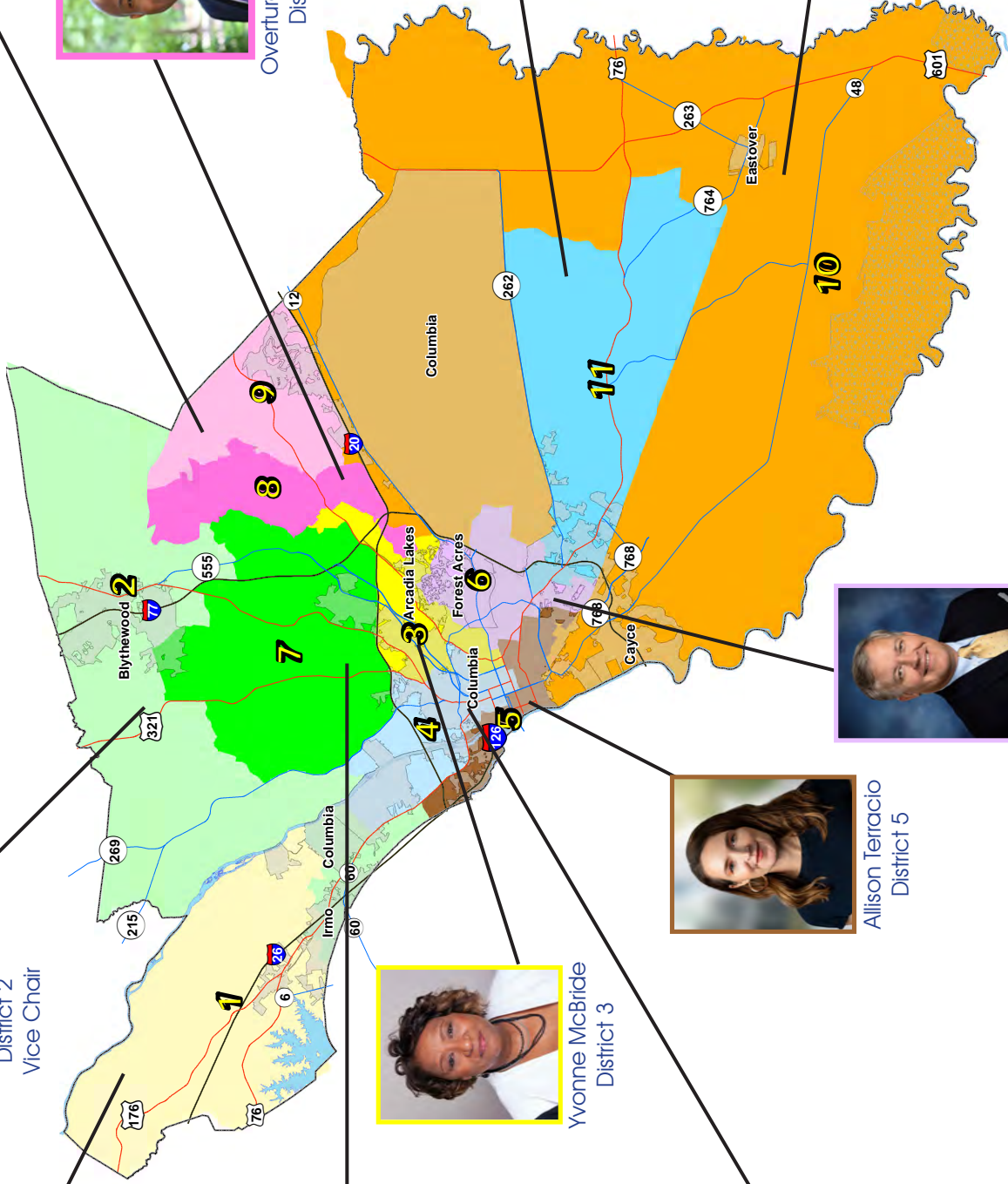
Paul Livingston
District 4



Don Weaver
District 6



Cheryl D. English
District 10





**Richland County
Community Impact Grants Committee**

AGENDA

September 17, 2024 - 2:30 PM
2020 Hampton Street, Columbia, SC 29204

The Honorable Derrek Pugh	The Honorable Paul Livingston	The Honorable Gretchen Barron	The Honorable Jesica Mackey, Chair	The Honorable Cheryl English
County Council District 2	County Council District 4	County Council District 7	County Council District 9	County Council District 10

1. **Call to Order** The Honorable Jesica Mackey, Chair

2. **Approval of Minutes** The Honorable Jesica Mackey
 - a. April 9, 2024 [\[PAGES 5-7\]](#)

3. **Adoption of Agenda** The Honorable Jesica Mackey

4. **Items for Discussion/Action** The Honorable Jesica Mackey
 - a. Community Impact Grants Updated Compliance Report [\[PAGES 8-12\]](#)
 - b. Community Impact Grants Updated Guidelines - FY26 [\[PAGES 13-18\]](#)

5. **Adjournment** The Honorable Jesica Mackey



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Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.



Richland County Council
Community Impacts Grants Committee
MINUTES
April 9, 2024 – 4:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COUNCIL COMMITTEE MEMBERS PRESENT: Jesica Mackey, Chair, Derrek Pugh, Paul Livingston, Gretchen Barron, and Cheryl English

OTHERS PRESENT: Anette Kirylo, Kyle Holsclaw, Lori Thomas, Stacey Hamm, Angela Weathersby, Ashiya Myers, Jennifer Wladischkin, Michelle Onley, Chelsea Bennett, Susan O’Cain, Leonardo Brown, Patrick Wright, Jackie Hancock, Todd Money, Sarah Harris, and Dale Welch

1. **CALL TO ORDER** - Chairwoman Jesica Mackey called the meeting to order at approximately 4:00 PM.

2. **APPROVAL OF MINUTES**

a. March 26, 2024 – Mr. Pugh moved to approve the minutes as distributed, seconded by Ms. Barron.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

3. **ADOPTION OF AGENDA** – Mr. Pugh moved to adopt the agenda as published, seconded by Ms. Barron.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

4. **ITEM FOR DISCUSSION/ACTION**

Ms. Mackey noted at the previous meeting that the committee took action on the community partner applications. Those recommendations are on tonight’s Council agenda for action.

a. Fiscal Year 25 Grant Application – Assistant County Administrator Lori Thomas stated that 69 applications were received. Of those, 13 were deemed ineligible. The total requested amount is \$2,924,510, with \$658,800 available.

Ms. Barron noted they would not necessarily be making motion based on scoring.

Ms. Mackey moved to fund Healthy Learners and Communities in Schools in the amount of \$50,000 each, seconded by Ms. English.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Mackey moved to fund Serve & Connect in the amount of \$50,000 each, seconded by Ms. Barron.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Mackey moved to fund the Koinonia Foundation/Youth & Teens Ministry in the amount of \$50,000, seconded by Ms. Barron.

In Favor: Pugh, Livingston, Barron, and Mackey

Abstain: English (due to the organization having ties to her church)

The vote in favor was unanimous.

Mr. Pugh moved to fund SC Uplift Community Outreach in the amount of \$50,000, seconded by Ms. Barron.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Barron moved to fund Goodwill Industries of Upstate/Midlands South and Harvest Hope Food in the amount of \$50,000 each, seconded by Mr. Pugh.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Mr. Pugh moved to fund Range Fore Hope Foundation in the amount of \$50,000, seconded by Ms. Barron.

Ms. Thomas stated that the Range Fore Hope Foundation had been deemed ineligible.

Mr. Pugh withdrew his motion.

Ms. Mackey moved to fund the Greater Waverly Foundation in the amount of \$10,000 and Latino Communications in the amount of \$50,000, seconded by Ms. English.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Mr. Pugh moved to fund Reconciliation Ministries SC in the amount of \$43,800, seconded by Ms. Barron.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. English moved to fund the Olympia Granby Historical Foundation in the amount of \$10,000, seconded by Ms. Mackey.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Mr. Livingston moved to fund Sistercare, Inc. in the amount of \$26,000, seconded by Ms. English.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Barron moved to fund the Greenview Swim Team in the amount of \$10,000, seconded by Mr. Pugh.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Barron moved to fund the Mary L. Jacobs Life Center in the amount of \$15,000, seconded by Ms. Mackey.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. English moved to fund The Therapy Place at \$15,000, seconded by Ms. Mackey.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Mackey moved to fund the Alston Wilkes Society in the amount of \$25,000, seconded by Ms. English.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Mr. Livingston moved to fund the Epworth Children's Home in the amount of \$25,000, seconded by Ms. Mackey.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Mackey moved to fund the YMCA in the amount of \$25,000, seconded by Ms. English.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Barron moved to fund The Cooperative Ministry in the amount of \$20,000, seconded by Mr. Pugh.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Barron moved to fund the Career Development Center at Saint John in the amount of \$20,000, seconded by Mr. Pugh.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Barron moved to fund the SC Philharmonic in the amount of \$14,000, seconded by Ms. Mackey.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Mackey indicated at the next meeting that the committee will address any updates to the application for FY26. An additional meeting will be scheduled when the next round of quarterly reports come in.

5. **ADJOURNMENT** – Mr. Livingston moved to adjourn the meeting, seconded by Ms. Barron.

In Favor: Pugh, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

The meeting adjourned at approximately 4:27 PM.

Grantee	Project Name	Q1 Report-		Q2 Report-	
		Total Award	Due 1/31/24	Due 4/30/24	Final Report- Due 7/31/24
Able South Carolina	Promoting Access to Safe Services (Year 2)	\$20,166	Compliant	Compliant	Compliant
Alston Wilkes Society	Housing and Employment Supports for Former Offenders at Risk of Homelessness	\$15,000	2/8/2024	Compliant	Compliant
Brookland Center for Community Economic Change	The Brookland Center for Community Economic Change & Community Table Program	\$50,000	Compliant	Compliant	Compliant
Career Development Center at Saint John	Career Development Center/Workforce Readiness	\$50,000	Compliant	Compliant	Compliant
Christian Assistance Bridge	Housing Hope: Rent & Housing Aid Project	\$25,000	Compliant	Compliant	Compliant
Columbia International University	Community Impact Initiative	\$49,665	Compliant	Compliant	Compliant
Columbia Urban League	Science Technology Enrichment Program	\$100,000	2/9/2024	Compliant	Compliant
Communities In Schools of South Carolina	School-based Community Services for Underserved Low-Income Students	\$50,000	Compliant	N/A	Compliant
Epworth Children's Home	Older Youth Transitional Living Program	\$25,000	Compliant	Compliant	Compliant
Girl Scouts of South Carolina Mountains to Midlands	Girl Scouting in Richland County	\$16,000	Compliant	Compliant	Compliant
Goodwill Industries of Upstate/Midlands South	LifeLaunch Program	\$25,000	Compliant	Compliant	Compliant
Greater Columbia Chamber of Commerce BRAC	Base Realignment and Closure Project	\$53,500	Compliant	Compliant	Final report not submitted
Greater Columbia Community Relations Council	Community Engagement Initiative	\$50,000	Compliant	Compliant	Compliant
Harvest Hope Food Bank	Child Feeding Backpacks	\$10,000	Compliant	6/21/2024	Compliant
Healthy Learners	Removing Health Barriers to Learning for Low-Income Children in Richland County	\$15,000	Compliant	Compliant	Compliant
Home Works of America	2024 Richland County Home Repairs	\$50,000	Compliant	Compliant	Final report not submitted
Homeless No More	Emergency Shelter for Homeless Families	\$50,000	Compliant	not submitted	Compliant
Indian Waters Council, Boy Scouts of America	Scouting Works: Scoutreach in Richland County	\$16,000	Compliant	not submitted	Compliant
Mental Illness Recovery Center Inc.	Improving Behavioral Health Services	\$150,000	Compliant	Compliant	Compliant
Midlands Area Food Bank	Richland County Food Distribution Program	\$50,000	4/25/2024	Compliant	Final report not submitted
Midlands Education and Business Alliance	Career Readiness and 21st Century Skills for Teens	\$10,000	Compliant	Compliant	Compliant
Midlands Technical College Foundation	QuickJobs Workforce Development Training	\$50,000	Compliant	not submitted	Compliant
NorthEast Columbia Empowerment Coalition	Intergenerational Community Service Program	\$50,000	Compliant	Compliant	Compliant
Oliver Gospel Mission	Meals and Mental Health: Svcs that Support Individuals Experiencing Homelessness	\$50,000	Compliant	Compliant	Compliant
Olympia Community Educational Foundation	Mill District Marketing & Historic Trail	\$25,000	Compliant	Compliant	Compliant
Our Place of Hope	Hope for the Mentally Ill	\$25,000	Compliant	Compliant	Compliant
Palmetto AIDS Life Support Services	Care Coordination Program Expansion	\$50,000	2/6/2024	Compliant	Compliant
Palmetto Place Children & Youth Services	Expanded Housing Solutions Program	\$50,000	2/13/2024	Compliant	Compliant
Pathways to Healing	Rape Crisis Rapid Response	\$60,000	Compliant	not submitted	Compliant
Senior Resources	Senior Focused Community Based Services	\$200,000	Compliant	Compliant	Compliant
Sistercare, Inc.	Hispanic Woman's Counseling Program for Underserved Richland County Residents Experiencing Domestic Violence	\$26,000	Compliant	Compliant	Compliant
Southeastern Chapter National Safety Council	Drivers Education for Low-Income & Foster Youth	\$8,500	Compliant	not submitted	Compliant
The Cooperative Ministry	Career Improvement Expansion	\$25,814	Compliant	not submitted	Compliant
The Ram Foundation	The Ram Foundation's Summer Enrichment Camp 2024	\$20,000	2/6/2024	Compliant	Compliant
Transitions Homeless Center	Specialized Care Programs	\$200,000	Compliant	Compliant	Compliant
Turn90	Turn90 Prison Reentry Program	\$50,000	2/7/2024	Compliant	Compliant
WJK Cluster STEAM Booster Club /NoMa STEAM	M Building a Brighter Future One Comet at a Time	\$14,855	Compliant	Compliant	Compliant



Richland County Council
Community Impacts Grants Committee
MINUTES
December 5, 2023 – 4:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COUNCIL MEMBERS PRESENT: Jessica Mackey, Chair, Jason Branham, Paul Livingston, Gretchen Barron, and Cheryl English

OTHERS PRESENT: Allison Terracio, Anette Kirylo, Kyle Holsclaw, Lori Thomas, Stacey Hamm, Angela Weathersby, Ashiya Myers, Jennifer Wladischkin, Michelle Onley, Elizabeth McLean, and Wayne Thornley

1. **CALL TO ORDER** - Chairwoman Jessica Mackey called the meeting to order at approximately 4:00 PM.
2. **APPROVAL OF MINUTES**
 - a. **November 16, 2023** – Ms. Barron moved to approve the minutes as distributed, seconded by Ms. English.
In Favor: Branham, Livingston, Barron, Mackey, and English
The vote in favor was unanimous.

3. **ADOPTION OF AGENDA** – Mr. Livingston moved to adopt the agenda as published, seconded by Ms. Barron.
In Favor: Branham, Livingston, Barron, Mackey, and English
The vote in favor was unanimous.

4. **ITEM FOR DISCUSSION/ACTION**
 - a. **FY2024-2025 Community Impact Grants Application** – Ms. Mackey stated the main item on the agenda is the FY24-25 Community Impact Grants application. At the last committee meeting, they reviewed the application and provided suggested changes to the guidelines and application. Staff has updated the document to reflect the suggested changes. At today's meeting, she would like to review the updated application and provide final changes so we can forward a recommendation to Council.

Assistant County Administrator Lori Thomas noted that the grant notifications would be June 28, 2024, not 2025. In addition, although the award amount is up to \$1.830M, the cost for a third-party consultant will bring that amount down to approximately \$1.647M.

Ms. Barron noted on p. 21, Item #13, "Benefit to the Community," that she would like to include more specific language regarding districts and/or zip codes. She believes that will streamline questions from other Councilmembers and constituents. Where it asks about the organization or other funding sources, in Item #14, "Sustainability," she thinks it would be helpful if we request specific amounts. On Item #15, "Partnerships/Community Support," it would be beneficial for them to describe the type of partnership they have so we will know they are working with that organization to provide "x, y, and z." Under the category "Outcomes," Item #16, she would like us to be more specific and ask for measurable goals and objectives. Lastly, she knows the discussion regarding the Community Partners will likely be ever-evolving. She would like to recommend funding the Community Partners list in a three-year cycle and then having them reapply after three years. Additionally, their three-year funding will be based on an annual evaluation, and they will not be given full funding each year. For example, in year one, they would receive full funding. In years two and three, there would be a decrease of 20% per year. She indicated we have a lot of organizations that have become solely dependent upon County funds. We can be better stewards of our dollars if we encourage our Community Partners to look at sustainable programming. If we allow them to apply for full funding, does the organization meet the goal of sustainability?

Ms. Mackey moved to accept Ms. Thomas and Ms. Barron's recommendations regarding the Community Impact Grants application, seconded by Ms. Barron.

**Community Impact Ad Hoc Committee Minutes
December 5, 2023**

In Favor: Branham, Livingston, Barron, Mackey, and English.

The vote in favor was unanimous.

Mr. Livingston stated he believes the Community Partners are organizations that could be Community Partners indefinitely because of their role in the community. He does not want us to pick and choose different organizations each year. We need to stay with those providing a viable service to the County.

Ms. Barron noted that her recommendation is that we revisit the list. Those same partners will have the opportunity to be a part of the list once again.

Ms. Mackey indicated she would like to set a limit on the number of Community Partners we fund at any given time. She recommends that we fund no more than ten organizations each year.

Ms. Barron moved to fund up to ten community partners in three-year cycles. Year one would be 100%, year two – 80%, and year three – 60%. Mr. Branham seconded the motion.

Mr. Livingston indicated he is not ready to support reducing the funding each year.

Ms. Barron stated that we have been funding organizations and softly encouraging sustainability and sustainable programs for a long time. As we look at our climate, our financial status, and the things we want to do, we can make modifications and adjustments by encouraging the non-profits to look for other sources of funding.

Mr. Livingston maintained that most Community Partners are already sustainable, and have been around for many years. They do not need to prove to him that they are sustainable and can do the job. He does not want to say to them, we are going to start cutting your funding each year.

Ms. Barron noted they have shown us they do good work and are sustainable because we continue to fund them at 100%. If that is what Council would like to do and we do not have an expectation they need to go after additional funding, she would encourage us to stop asking them about their sustainability plan. The way it is set up now, we encourage them to pursue additional funding, but if they do not, we still fund them at 100%.

Ms. English stated it was her impression the Community Partners were chosen for their work throughout Richland County. When she looks at them, she sees them as an extension of our hands, which is why they were chosen. She would like to see them funded at the full amount.

Ms. Mackey acknowledged the Community Impact Grants is a new process we created. Moving into our second award cycle, we are working to align it with the budget process. She believes this is an everchanging and growing document that will require a few rounds to get right. She noted one of the things she heard from non-profits is how they get on the Community Partners list. The current list of Community Partners is valuable to the community. Moving forward, we must look at how we continue to evaluate and ensure that as the County needs grow and change, we continue to partner with the right organizations. It is also essential the organizations know we appreciate what they do but that we will continue to evaluate their use of taxpayer dollars. In addition, it is not our responsibility to completely fund them year in and year out. We need to work on language/process to allow other organizations to join the list of Community Partners.

Mr. Livingston maintained we have a couple of Community Partners that provide an essential service to the County that no one else provides. He would not want to say to these organizations that we will automatically reduce their funding over time.

Ms. Mackey responded that not everyone on the list provides what Mr. Livingston refers to. We would need to be able to differentiate between them.

Mr. Branham expressed there appears to be a desire to see diminished dependence on Richland County government and taxpayer funds.

Ms. Mackey inquired if the body would be okay with setting a time limit. She noted Council members could say they want to remove an organization at any time since this list will be voted on during each budget cycle. In addition, do we notify these partners and let them know there is a possibility of a sliding scale as we continue to develop the language for the Community Impact Grants?

Ms. Barron responded she would support that recommendation. She noted it would be difficult for someone entering year two to have sustainable measures to replace those dollars we are deducting. She inquired if the percentage breakdown should remain in the motion or if we should do something separate, noting when it will be implemented.

Ms. English replied she believes we need to have separate motions.

Ms. Barron amended her original motion to remove the breakdown of the percentages.

In Favor: Branham, Livingston, Barron, Mackey, and English

**Community Impact Ad Hoc Committee Minutes
December 5, 2023**

The vote in favor was unanimous.

Ms. Barron moved, beginning in year three, to provide decreased funding to the present Community Partner applicants, whereby they will receive 60% of their first-year funding. However, after completing the first Community Partners term of three years, we will implement funding at the following levels: Year 1 – 100%, Year 2 – 80%, and Year 3 – 60%. Ms. Mackey seconded the motion.

Ms. Mackey inquired if the current Community Partners would automatically go from 100% in year two to 60% in year three.

Ms. Barron responded that their funding would go to 60% in year three. After that group of Community Partners is completed, and we look at another three-year cycle of Community Partners, we would institute the 100%, 80%, and 60% breakdown.

Mr. Livingston said it sometimes sounds like we are doing these agencies a favor when they are doing us a favor by providing services to our citizens. He noted he is having trouble with us automatically cutting the agency's funding.

Ms. Barron responded it is not her intent to cause anyone to go out of business or reduce services. However, she noted these organizations are not just providing a service to Richland County, so why is the county is 100% responsible for their project funding? These organizations apply for federal and state funding where they have to adhere to the same request level. She fully supports these organizations and the process, but she would encourage them to be creative and look at other funding.

Ms. Mackey expressed that not only do these agencies do different things, but they are unique in the funding they request. For example, Pathways to Healing requested \$60,000, whereas some others requested upwards of six figures. She is inclined to look at the smaller requests differently than those requesting larger amounts when we start talking about a reduction in funding.

Mr. Livingston maintained a policy decision regarding a reduction in funding is his foremost concern.

Ms. English recommended, until we get clarity, to fund the Community Partners for three years without implementing the reduction of funding.

Ms. Barron asserted that the more concrete this process is, the better. She noted a significant amount of criteria has yet to be identified regarding how organizations even get on the list, but, at some point, you have to start something.

Mr. Branham inquired if the motion is an additional recommendation to Council or to add something to the application.

Ms. Barron replied it is her understanding the entire packet is going to Council.

Ms. Mackey inquired if this motion is going to Council or if it is to be a part of the subsequent application process.

Ms. Barron requested the motion to be held until the subsequent application process.

Ms. Mackey responded she believes there is something in the motion that needs to be included in the current application. She wants the organizations to know they may not be funded every year.

Ms. Barron noted it is already a part of the current application.

Mr. Branham made a substitute motion that we include a statement that Council has a general objective to, over time, see a reduction of Community Impact Grant recipient's dependence on community impact grants, seconded by Ms. Barron.

In Favor: Branham, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

Ms. Barron expressed her concern that the Hospitality Tax, Accommodations Tax, and Community Impact Grant applications all go out simultaneously and the impact it will have on staff.

Ms. Thomas indicated it was staff's intent for the applications to all go out simultaneously. The applications are due back by February 4th. She noted the non-profits are used to the established practice. Additionally, an outside party will score the Community Impact Grants; therefore, there will not be a significant impact on staff.

Ms. Mackey pointed out that a fellow Council member had expressed concern about the equality of the distribution and award of funds.

Ms. Barron inquired if there was a recommendation from the Council member.

Ms. Mackey responded the recommendation was that there was a process to ensure each district had an organization that received funding.

Mr. Branham stated he believes that will be addressed by some of the changes we made earlier in the meeting.

Ms. English noted her concern is the needs per district. Naturally, the needs of Districts 1, 10, and 11 are different than those of District 7. She requested additional clarification on the equity of distribution. She indicated the things she wants to see from our Community Partners are evidence-based criteria and outcome of measures or results. She would like this to be included in the Community Partner criteria.

Ms. Barron moved to accept the amended application and criteria, seconded by Ms. English.

In Favor: Branham, Livingston, Barron, Mackey, and English.

The vote in favor was unanimous.

5. **ADJOURNMENT** – Ms. Barron moved to adjourn the meeting, seconded by Ms. English.

In Favor: Branham, Livingston, Barron, Mackey, and English

The vote in favor was unanimous.

The meeting adjourned at approximately 4:53 PM.



COMMUNITY IMPACT GRANT GUIDELINES

FY2026 (July 1, 2025 – June 30, 2026)

Grant Cycle will open December 2, 2024

Application must be submitted in

ZoomGrants Grant Due Date: February 2, 2025

No later than 11:59 PM

PROGRAM DESCRIPTION

Pending budget approval, Richland County Council set aside up to ~~\$1,830,000~~ of the General Operating Fund for the Community Impact Grant (CIG) Fund for fiscal year 2026. Up to Sixty percent (~~\$1,098,000~~) of CIG funds will be allocated to identified Community Partners listed at the end of this document. Up to forty percent (~~\$732,000~~) will be allocated for competitive grants as described in this document. This amount may be reduced to incur any costs for grant application evaluation. This program is designed to provide financial support to organizations and agencies that carry out community-based programs and/or services throughout Richland County. In keeping with the mission of Richland County Government, this program attempts to encourage organizations to continue to offer innovative and much needed services that enhance the quality of life for all citizens of this County.

GRANT TIMELINE

Request for Applications:	December 2, 2024 – February 2, 2025
Application Due Date:	February 2, 2025, 11:59 pm
Community Impact Grant Recommendations	With FY 2026 Budget Consideration
Grant Award Notifications:	By June 27, 2025
Quarterly Reports by Recipients:	Due by October 31, 2025, January 31, 2026, April 30, 2026
Final Reports from Recipients:	Due by July 31, 2026

PROGRAM ELIGIBILITY AND DESIGN

Organizations that are determined as charitable under Section 501(c)(3) of the Internal Revenue Code and nonprofit organizations registered as a charity with the Secretary of State. **Richland County will not award grants to individuals, fraternal organizations and organizations that support and/or endorse political campaigns.**

The United States Supreme Court has said that faith-based organizations may not use direct government support to support "inherently religious" activities, therefore, religious organizations may receive funding; however, Richland County may not sponsor nor provide financial support to a religious organization in a manner which would actively involve it in a religious activity (i.e. public funds must not be used for a religious purpose). Thus, any funds provided must be solely utilized for secular purposes and the principal or primary goal of the sponsored activity must not be to advance religion. Any religious organization requesting funds must be specific in the groups that will be served and purpose fulfilled by these funds.

The program fund is set up as follows

Up to sixty percent of the annual County allocation shall be distributed to Groups identified by Council as Community Partners. Community Partners must submit an annual application indicating the requested amount and proposed use of funds along with all other application data. Community partners are not eligible for competitive grant funding.

Up to forty percent of the annual County allocation shall be distributed based upon competitive grant applications.

Organizations can apply for funding up to \$50,000 for only one project. Projects that focus on multiple impact areas are only eligible for one grant. Organizations may only submit one application annually.

Grant recipient organizations may not re-grant or sub-grant County funds to other organizations. All funds must be spent on direct program expenditures by the organization who is granted the allocation.

PROGRAM REQUIREMENTS

Community Impact Grant Fund Distribution

- Organizations must apply to be considered for funding each year.
- Organizations must disclose any and all funds received from Richland County.
- Organizations that receive other funds from Council may have awards adjusted by such amount of other funds.
- Richland County Council shall make all awards pursuant to this grant program.

PROGRAM CRITERIA (proposed request must address one of the following)

- The activity meets service-type activities outlined in the organization’s mission, long-range plans, goals and objectives.
- The activity, in whole or in part, provides opportunities for underserved populations in Richland County.
- The activity provides solutions by way of systems or approaches that can prevent, mitigate or resolve individual, family, or community problems as outlined in the categories of the application.

THE PROGRAM WILL NOT FUND (however, not limited to):

- Fundraising Projects
- Debt Reduction
- Endowment Development
- Medical Research
- Conference Travel
- Conference Underwriting or Sponsorship
- Gift Cards; Awards and Cash Prizes
- Regular budgeted operating expenditures
- Asset purchases
- CIG Awards may be funded in whole or in part by SLFRF funds authorized by the ARPA. As such SLFRF funds cannot be used to replenish financial reserves, satisfaction of settlements or judgements, or undermine CDC guidance and recommendations.

GRANT APPLICATION

The grant application must be submitted in ZoomGrants through Richland County’s website. Make sure all fields are completed as incomplete applications will not be reviewed by the Committee. Contact the Grants Manager if you have any difficulties completing the application. Once complete, save a copy and print for your records.

If you cut and paste information from Word, make sure your information is not cut off. The application components are as follows:

- Mission Statement – Include the organization’s mission statement as found in your bylaws. You may also include any long-range plans and goals for your agency as a whole.
- Geographic information – what areas of Richland County will be the project focus. Please note census tracts if possible.
- Project Impact Priority – Which County-wide strategic priority the project helps to accomplish
- Organization Background – Demonstration of recent accomplishments and success with programs similar to the one in your application.
- Project Description – This is the “meat” of the application where you describe your project – who, when, what, why and whereas specifically as possible including characteristics of the community or individuals that will directly benefit from the project.
- Benefit to the Community – Detail who is being served by your project, geographic location of your audience, how the project impacts the community. Please be as specific as possible about target population.
- Sustainability – How will the program be sustained in years following any award from the County?
- Collaborative Partners/Efforts – Specifically describe how your organization will work with others community organizations on this project. Provide a definitive outline of your partner’s roles, specific numbers to be served in the unincorporated areas, and letters of support from agencies for this project as well as the districts the partners serve. Outcomes – Share what result do you want to achieve and how will you measure success?

PROGRAM BUDGET

A budget section is provided for you as part of the application. This section applies only to the project outlined in the application. Please note that all grant funds must be expended by the recipient organization. Re-granting or sub-granting of funds is not allowed.

Expenditures must be consistent with the application budget. Only goods and services that comply with the Community Impact Grant Guidelines are permitted. The budget should reflect in financial terms the actual specific costs of achieving the objectives of the project(s) you propose in your application.

Amounts listed in the Community Impact Grant Request column should total the amount of funds requested in the application. Please make sure that all expenses in –Community Impact Grant column relate to the proposed project outlined in the Project Description.

Note that there are blank spaces in the budget section of the application to provide additional expense categories as all budgets are not the same. Feel free to use these additional blank expense spaces for other categories not listed. For example, your project may have a transportation component. You can add a budget category these types of expenses.

Under project revenues, list known and anticipated funding sources, including any that are pending. Also include any in-kind contributions under project revenues. This section shows the Committee if your organization or others are contributing to the project outlined in the application. Attach copies of pending grants documentation (grant award letters) in the documents section of the grant application.

Please do not include agency administrative costs or organizational overhead expenses in your grant budget. All expenses should directly relate to the project or program that is outlined in the application.

Budget Narrative (Grant Funds Only) - Please include a brief but specific 1-2 sentence description for each category included in the program budget. Make sure expenses are reflected in the project description. For example:

Contractual – 2 consultants to work 10 hours at \$25/hour to conduct 5 financial training workshops

Program expenses - \$500 for financial training workshop curriculum, \$500 rental fee for training space

APPLICATION PACKAGE

In order to be considered for funding, applicants must submit a complete application package for the Community Impact Grant program in ZoomGrants. Incomplete applications will not be considered. Complete applications include:

- 1) Completed and electronically initialed application. You can complete the application at:
<https://zoomgrants.com/gprop.asp?donorid=2236>
 - Answer all questions and complete each section. “N/A” and “See Attached” are not valid responses.
 - Electronic Initials by board chair or the executive director is requested in ZoomGrants - If your organization does not have an Executive Director, please note this in the application.
- 2) Project Budget and Full Narrative (form included with the application)
- 3) Required Attachments:
 - Current organization operating budget for the last two years reflecting sources and amounts of income and expenditures for the organization as a whole, not just the program outlined in the application.
 - IRS determination letter indicating the organization’s 501 c 3 charitable status
 - Proof of current registration as a charity with the SC Secretary of State’s Office.
 - Current list of board of directors
 - Most recent 990 tax return. If you file a 990 post-card please also attach a financial report showing financial status.
 - Pending grant award documents such as grant award letters, emails or correspondence from the grantor.
 - Current Richland County business license or business license assessment survey form (this completed form shows that a business license is not needed for your organization).
 - Proof of Insurance: W/C (required if there are 4 or more employees and payroll exceeds \$3,000 and/or General Liability).
 - Letters of support from Community Collaboration Partners

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Attachments **MUST** be submitted in ZoomGrants along with the proposal in order to be considered complete.

APPLICATION EVALUATION

Grant applications are reviewed by the Community Impact Grant Committee. The Committee will use the following evaluation criteria to evaluate applications and proposed projects. The individual factors are important in project evaluation, as they are an indication of the degree to which the proposed project will contribute to the citizens in Richland County. Make sure these factors are incorporated into your application. While application evaluations may be used to assist in award determination, Council shall not waive its rights to use discretion in award decisions. These factors, with their corresponding point values, are:

Project Summary: (Up to 35 Points)

- Does the proposal state an objective and does the objective fit the mission and long-range plans, goals and objectives of the organization?
- Does the proposal provide a strong sense of need for the project/program and does it state what the funds will be used for?
- Does the proposal address who will be served and how many?
- Does the proposal state what will be the benefit to persons served?
- Does the proposal state a targeted underserved population?
- Does the proposal provide a program to prevent, mitigate or resolve individual, family, or community problems?
- Does the proposal state how the program will be evaluated once completed?
- Does the proposal describe how citizens will be informed about the available services?

Project Impact: (Up to 30 Points)

- Is the proposal clear about how the project will work?
- Is there a timeframe outlined in the proposal; is the project ready to start?
- Are all aspects of the project feasible?
- Does the project provide a solution for the identified problem?
- Is the project innovative and provides solutions to problem?

Organization Background: (Up to 20 Points)

- Historical or current program experience indicated.
- Historical experience with targeted population addressed.
- Evidence of other successful experience relevant to the success of this proposal.
- Evidence of capable staff to carry out program/project.
- Does organization history indicate collaborative efforts with other entities?

Budget: (Up to 15 Points)

- Is the budget detailed and understandable?
- Is there another confirmed source of revenue to assist with this project/program?
- Is the project cost reasonable?
- Does budget incorporate any in-kind cost participation?
- Does the budget expense detail section include detailed cost calculation data (e.g., specific cost/quantity for personnel, supplies, travel) and information showing how County grant funds will be spent?

DEADLINE

Richland County will accept proposals in ZoomGrants starting Monday, December 2, 2024. These applications are available at <https://zoomgrants.com/gprop.asp?donorid=2236>. Applications are due Sunday, February 2, 2025 at 11:59 P.M. Proposals received after this date and time will not be considered. Fax, email transmissions or hand

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delivered applications will not be accepted.

AWARD NOTIFICATION

The Grants Manager will notify all applicant organizations of the funding outcome in writing in June 2025. Awards will be available for reimbursement beginning July 2025. Final reports for previous fiscal years, if applicable, must be received for all grants before payments are released. Non-compliance in all reporting periods may disqualify applicants for future funding opportunities until an applicant is fully compliant.

PAYMENT PROCEDURES

A Detailed Payment Request Form (found online at <http://www.richlandcountysc.gov/Government/Departments/Grants/Community-Impact-Grants>) must be submitted with required documentation. This includes: a signed IRS W-9 form, a current financial/balance sheet and list of grant expenditures (detailing invoice numbers, invoice date, vendor's name, amount of deposit/total; and, detail description of purchase/services rendered.)

Once the County has received your signed grant agreement, your agency may submit a payment request for up to 75% of the approved funds. The remaining 25% or the balance of the allocation may be provided on a reimbursement basis. A complete final report, receipts and proof of payment will be required for each expense at the time of requesting the remaining balance.

REPORTING REQUIREMENTS

Richland County requires grantees to complete quarterly reports as outlined above during the award period. Each quarterly report should be accompanied by itemized receipts/invoices and proof of payment for funds drawn down in the previous quarter.

At the completion of the grant funded project, Richland County requires grantees to complete a final report for Community Impact Grant funds. Grantees are required to show proof of all grant expenditures (itemized invoices and proof of payment). Grantees are asked to report on attendance/impact numbers, program success or failure as well as the impact on Richland County. Each grantee will receive a copy of or a link to the reporting documents with their award packet and report forms will also be sent via email.

Grantees must acknowledge the receipt of Community Impact funding by including the Richland County Government logo, or by listing "Funding Provided by Richland County Government" on program/project advertising, marketing and promotional materials, website or in the organization's annual report. Examples of this must be included in your final report.

FREEDOM OF INFORMATION ACT NOTICE

Please be advised that all materials submitted on behalf of the Community Impact Grant Funds program are subject to disclosure based on the Freedom of Information Act (FOIA).

- No person, based on race, color, national origin, religion, age, sex, ancestry, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, veteran status, military discharge status, citizenship status or reprisal or retaliation for prior civil rights activity should be excluded from participation in be denied the benefit of or be otherwise subjected to discrimination under the program or activity funding in whole or in part by Community Impact grant funds.
- Employment made by or resulting from Community Impact Grant funding shall not discriminate against any employee or applicant on the basis on race, color, national origin, religion, age, sex, ancestry, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, veteran status, military discharge status, citizenship status or reprisal or retaliation for prior civil rights of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Community Impact Grant funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.

QUESTIONS

Please call Ms. Matiah Pough, Grants Manager at (803)576-5459 or email Pough.Matiah@richlandcountysc.gov.

FY 2026 COMMUNITY PARTNERS

It is the intent of Council to re-evaluate the list of Community Partners at least every three years. While an organization may be listed as a Community Partner, Council reserves the right to modify this list as it sees fit to maximize community access to resources. County Council has a general objective to see a reduction of Community Partners reliance on Community Impact Grants for funding over time. Please note that no future Council may be bound by an action of a prior Council.

1. Senior Resources
2. MIRCI
3. Community Relations Council
4. Palmetto AIDS Life Support
5. Columbia Chamber of Commerce (BRAC)
6. Transitions Homeless Center
7. Columbia Urban League
8. Oliver Gospel Mission
9. Pathways to Healing