



Fiscal Year 2021-2022 Neighborhood Matching Grant Frequently Asked Questions (FAQs)

1. Who is eligible to apply for the Neighborhood Matching Grant?

Answer: Any neighborhood-based organization (Home/Property Owner Association or Neighborhood Association) which is open to anyone (to include renters) that lives in the neighborhood regardless of race, creed, color, religion, sex, age, national origin, or physical and mental disability and must actively seek membership from everyone in the neighborhood. The group must have:

- Officers, By-Laws
- Regular Meetings
- Bank Account; and
- Located in Richland County

2. How do I apply for the Neighborhood Matching Grant?

Answer: Completely fill out the “Matching Grant Application” document and submit the required paperwork either via mail, email or fax to:

Richland County Planning and Development Services
Neighborhood Improvement Program
P.O. Box 192, 2020 Hampton Street
Columbia, SC 29202

NIP@richlandcountysc.gov
Fax: 8035762182

3. Where can I get an application?

Answer: You may download a copy from from our website by visiting richlandcountysc.gov or clicking [here](#). or you may request a copy by contacting 803-576-2194.

4. What is the deadline to submit an application?

Answer: Friday, February 5, 2021 by 5:00 PM

5. How will I know if we were approved or not approved?

Answer: A representative from the Neighborhood Improvement Program will email/mail everyone that submitted an application to inform them of their status by July 15th, 2021.

6. How much money can we apply for?

Answer: The maximum award is \$1,500 per neighborhood based organization. You can apply for any amount not to exceed \$1,500.

7. In what ways can my neighborhood organization match the grant funding?

Answer: You must match funds awarded with contributions of volunteer time, cash, or in-kind donations of professional services that are at least equal to the total amount of funds requested.

8. How are grant funds issued?

Answer: The grant funds are issued as upfront payment (per County Council's directive on December 6, 2011). You will receive the funds after the Grantee Agreement has been signed in the form of a check.

9. What is an Employer Identification Number (EIN)?

Answer: An Employer Identification Number (EIN) is also known as a Federal Tax Identification Number, and is used to identify a business entity. You may still submit a grant application if you do not have an EIN; however, you will need an EIN in order to receive grant funds. You may apply for an EIN for free through the IRS. You may visit their website, www.irs.gov, or contact them at (803)765-5544 for additional information. Please see the contact physical address for the Columbia IRS office below:

Internal Revenue Service
1835 Assembly St.
Columbia, SC 29201

10. If we are approved for the grant, when can we start spending the money? Answer:

After the grant agreement is signed and not before July 1, 2021.

11. Why do we have to wait until July 1, 2021?

Answer: The County's fiscal year starts July 1st.

12. What happens after we get the grant funds?

Answer: Grantees must spend the funds exactly as outlined on the signed Grant Agreement. Neighborhood organizations must provide NIP staff with proof (i.e. original receipts and pictures) that the grant funds were used as specified. The neighborhood organization must also show the match (cash, professional services or volunteer hours). Documentation must be submitted by June 30, 2020. Neighborhoods that do not provide the required documentation will not be eligible for future grants until the required documentation is provided to Neighborhood Improvement Program Staff.



13. When is the last day for me to finish projects/turn in my project documentation?

Answer: June 30, 2022.

14. Can a church, business or other entity other than a neighborhood association apply?

Answer: No. This grant is for neighborhood organizations only.

15. What are examples of some eligible projects?

Answer: *National Night Out*, neighborhood newsletters/flyers, and neighborhood signs. Additional examples are listed in the “Grant Application Guidelines”. Please contact 803-576-2194 if you have questions or concerns regarding the eligibility of a project.

16. What are examples of some ineligible projects?

Answer: Personal computer equipment (ink, toner, paper), monthly maintenance expenses, salaries/honorariums, gift cards, mileage, vehicle rental, consulting fees, equipment for businesses/schools/government departments and payment to a non-licensed business. Additional examples are listed in the “Grant Application Guidelines”. Please contact 803-576-2194 if you have questions or concerns regarding the eligibility of a project.

17. Do I have to attend a training session?

Answer: No, but it is highly suggested.

18. Can I get additional information or help including filling out my application?

Answer: Yes. Contact the Neighborhood Improvement Program for more information.

Neighborhood Improvement Program Contact Information:

NIP@richlandcountysc.gov, 803.576.2194

Neighborhood Improvement Program

Richland County Planning & Development Services

2020 Hampton Street, 1st Floor

Columbia, SC 29204-1002

P.O. Box 192, Columbia, SC 29202-0192

www.richlandcountysc.gov

