



**Town of Bladensburg
COMMUNITY GRANT PROGRAM
Fiscal Year 2024 (FY24) Grant Application and Guidelines**

- A. For the purpose of this section, an “operating grant” shall provide support for the day-to-day costs of running the non-profit organization. A “capital grant” shall provide funds to nonprofit organizations to purchase equipment and related supplies or to make capital improvements (renovations, remodeling, etc.).
- B. Subject to the availability of funds, the Town will consider funding an operating and/or capital grant to a non-profit organization with an application submission that meets one of the following criteria:
1. Provides services that sustain and empower youth, families, and individuals to move towards an improved quality of life and self-sufficiency.
 2. Provides programs that preserve and enhance a community’s character;
 3. Provides programs that contribute to a vibrant economy; or
 4. Promotes programs that are integral to community revitalization, economic development, and environmental sustainability.
- C. A committee shall be convened to review and evaluate applications submitted to the Town of Bladensburg.
1. The Committee shall consist of the Mayor’s designated staff person, the Treasurer, the Town Administrator, and up to two at-large staff persons.
 2. The Grant committee will make recommendations that will be approved at the July 15, 2024, Mayor and Council Work Session and Meeting.
 3. Committee recommendations to the Mayor and Council will have the following order of preference:
 - a. Organizations directly serving Town residents.
 - b. Organizations directly serving Port Towns residents.
 - c. Organizations indirectly serving Town and Port Town residents.
- D. Application qualification criteria:
1. Applicant shall have the administrative and financial capacity to carry out the project successfully and shall be in good standing with the Maryland Department of Taxation;
 2. The project shall help meet the criteria outlined in paragraph B of this section;
 3. The applicant shall demonstrate that the proposed activity shall provide maximum public benefit in relation to cost and
 4. The applicant shall demonstrate the ability to leverage additional funds.

Guidelines and Instructions

Applications must be received by **July 3, 2024, at 3:00 PM**. Applications received after this date and time will not be considered, and extensions will not be permitted.

Please submit online or by email to jamaya@bladensburgmd.gov.

Grant applications will be available for download on the Town's website at www.bladensburgmd.gov.

Please complete all forms and answer all questions in the application. The application form does not limit the number of words in each section. However, please answer the questions concisely in the space provided.

Incomplete applications will be returned to the applicant without further consideration.

Limited funding available, maximum grant funding available per requesting applicant will be up to \$2,000 based on the final FY24 approved budget.

REQUIRED DOCUMENTS

The following documents are required and must be included in all applications:

1. **Federal Tax-exempt IRS determination letter:** Copy of most recent IRS determination letter under Section 501 (c) (3) indicating evidence of tax-exempt status.
2. **Good Standing Status:** Include the most recent copy (2017) of the organization's general entity information showing that it is currently in good standing with the State Department of Assessment & Taxation (SDAT)
3. **Articles of Incorporation:** Include a copy of the Articles of Incorporation.
4. **Organizations' Bylaws:** Please include a copy of your organizational bylaws.
5. **Board of Directors:** Please list all board members and terms.
6. **Mission Statement** – Include the organization's Mission Statement.
7. **Copy of the last audit or financial statements**—If audited financials are unavailable, please provide a copy of the organization's most recent IRS 990 tax return.
8. **Organization budget for the current year:** Provide a copy of the most recent budget, including income, expenses, and debts.
9. **Form-W9:** Signed request for Taxpayer's Identification Number and Certification.
10. **Insurance Requirement:** Proof of Insurance.
11. **Letter of Support:** Include at least one (1) Letter of Support with an original signature from a community group, PTA/PTO, or church located within the radius as evidence of community need.

If this request includes partner organizations, please provide a copy of a Memorandum of Understanding, support letters, or a description of each organization's roles and responsibilities that is signed by all parties. If you have any questions or concerns, please get in touch with Jessica Amaya at 410-927-7048 or by email at jamaya@bladensburgmd.gov.



Community Grant Application
Deadline July 3, 2024
3:00 P.M.

Organization Name: The Royalty Institute of Leadership an

Executive Director/Officer Cornell Wade

Address 6218 Cheverly Park Dr. Cheverly Md

Phone Number: 3015208817 Email: founder@royaltyinstit

Federal ID# 83-3969148

Incorporation Date 7/2019 501 (c) (3) Registration Date 1/2024

Project Title Eyes to The Sky Mentoring Program

Project Location (s) The Bladensburg Community Center

Amount Requested \$ 2,000

RESIDENCE OF CLIENTS SERVED (Preference will be given to agencies serving Bladensburg residents – Check all that apply)

- Town of Bladensburg
- Prince George’s County
- Port Towns (Edmonston, Cottage City, Colmar Manor)

EXECUTIVE SUMMARY - Provide a brief summary of your project. Please include the following items: the purpose of the project, the number of people living in the Town of Bladensburg to be served, and how the Town grant funds will be used. Insert text here

The Eyes to the Sky Mentoring Program aims to provide comprehensive support and mentorship to youth aged 5-15 in the Town of Bladensburg. The project's primary purpose is to enhance academic performance, foster athletic development, promote innovation, and offer mentorship opportunities to underserved youth in the community.

Bladensburg has a population of approximately 9,000 residents, and the program plans to serve 40-50 youth weekly. The Town grant funds will be utilized to support various aspects of the program, including:

Academic Support: Funding will go towards tutoring services, educational materials, and workshops aimed at improving academic skills and confidence.

PROGRAM INFORMATION - Describe the overall or general purpose of your agency

The Royalty Institute of Leadership and Innovation is dedicated to preparing Black children for leadership roles through comprehensive development and innovative skills training in a Christian and equitable environment. The institute, located in Prince George's County, Maryland, provides an optimal educational setting that addresses both academic and personal growth needs. It emphasizes leadership, financial literacy, entrepreneurship, cyber security, and creative arts, aiming to combat systemic oppression by nurturing future leaders and innovators from underserved communities

Eyes to the Sky Mentoring Program

The Eyes to the Sky Mentoring Program is an initiative by the Royalty Institute designed for

COMMUNITY NEED/POPULATION BEING SERVED: Describe the issue or community that need to be addressed. Provide the demographic data and geographic information used to determine the extent of the problem or the need not being addressed.

The Eyes to the Sky and Royalty Institute programs aim to address significant issues within the Black and urban communities of Prince George's County, Maryland. These challenges include high crime rates, educational disparities, and a lack of constructive out-of-school activities for youth.

Crime Statistics:

Prince George's County experiences a high rate of violent crime, with an average of 8.834 incidents per 1,000 residents annually. This includes rates of assault (4.221 per 1,000), robbery (4.089 per 1,000), rape (0.3357 per 1,000), and murder (0.1883 per 1,000). The county's violent crime rate places it in the 17th percentile for safety, indicating that 82% of

PROJECT DESCRIPTION- Please provide a detailed description of the program you are proposing. Please include the group of people you plan to serve, the number of expected participants, the activities or services you will provide, and the location of the program/project.

Program Description: Eyes to the Sky Mentoring Program

Group of People Served:

The Eyes to the Sky Mentoring Program is designed to serve Black boys and girls in the Bladensburg community. While the program primarily focuses on supporting Black youth, it is open to all students in the area.

Number of Expected Participants:

The program expects to serve 50 participants.

Activities and Services Provided:

Workshops:

METHODOLOGY- Describe the methodology (or approach) for the proposed program/project, e.g., the procedures, tasks, techniques, or tools you will use to develop the program.

Methodology for the Eyes to the Sky Mentoring Program

1. Program Development:

Needs Assessment:

Conduct surveys and focus groups with community members, parents, and potential participants to identify specific needs and interests. This will ensure the program is tailored to address the unique challenges and opportunities in the Bladensburg community.

Partnership Building:

Establish partnerships with local schools, community organizations, and service providers. These partners will support the program through referrals, resource sharing, and collaboration on workshops and activities.

2. Recruitment and Enrollment:

Outreach:

Implement a comprehensive outreach campaign to inform the community about the program. This will include distributing flyers, hosting informational sessions, and leveraging social media platforms.

Application Process:

FUNDING SOURCES - What efforts have you made to obtain funding from other sources, including fundraising, dues, and any requests for other county/state programs?

At the Royalty Institute, we actively pursue funding through various channels. This includes hosting monthly fundraisers such as car washes, candy sales, concessions, and athletic events. Our dedicated grant writing team has successfully secured grants, including the prestigious Service Year Grant from the Office of Service and Civic Innovation. Additionally, we maintain an effective online giving campaign and consistently engage with private donors and sponsors to support our programs and initiatives.

We try very hard not to charge students for services so we do not collect dues, etc.

ORGANIZATION CAPABILITIES - Describe the organization's ability to implement the program/project

The Royalty Institute is well-equipped to implement our programs and projects effectively. With the support of 5 full-time employees funded through the Service Year Grant, along with 5 committee chairs and over 40 community stakeholders, we ensure comprehensive project management and community involvement. Additionally, we benefit from the leadership of 3 executive-level individuals from Making Life Matters and The Go Get Our Sons initiative at Ebenezer AME Church, enhancing our strategic direction and impact.

IMPACT - Describe the Town funds' impact on your program/project.

The Town funds play a crucial role in advancing our initiatives at the Royalty Institute. With an allocation of \$2,000, we can significantly enhance our community outreach efforts and program sustainability. This funding will directly support:

Expanded Outreach Programs: We can increase our outreach activities, reaching more underserved youth in Prince George's County through mentoring programs, summer camps, and sports activities.

Educational Resources: The funds will enable us to procure essential educational materials and supplies, ensuring that our programs provide valuable learning experiences for participants.

Infrastructure Development: We can invest in improving our facilities, creating a more conducive environment for learning and community engagement.

Scholarship Opportunities: A portion of the funds will go towards scholarships, allowing us to support talented students who may face financial barriers to accessing our leadership development and innovation programs.

Sustainability Initiatives: We'll use the funds to strengthen our organizational sustainability efforts, ensuring that we can continue empowering black children through leadership development in a Christian and equitable framework for years to come.

Overall, the \$2,000 from Town funds will have a profound impact on our ability to serve our community effectively, fostering leadership and innovation among our youth while

Obtaining a printout of Good Standing Status
From the Maryland Department of Assessments and Taxation

The Maryland State Department of Assessments and Taxation (SDAT) website provides information about business entities.

Go to <https://egov.maryland.gov/BusinessExpress/EntitySearch>. Under “Business Name Search”, enter the name or part of the name of the entity. There should be no spaces between words, and you should not include the words “the” or “and”. Also, do not include any “tail” such as “Inc.” or “LLC”. If you only search part of the name, follow the part with “%” for a wildcard search. It will give you the entity’s name, status with the SDAT, and whether the entity is in good standing with SDAT.

A printout of entity details from the Maryland Department of Assessments and Taxation webpage indicating the organization's good standing is acceptable. Please note that if the entity is listed as “forfeited” or not in good standing with SDAT, it cannot enter into a contract with the Town of Bladensburg until the forfeiture or lack of good standing is resolved.

Attachments to be included with the Grant Application
Identify each document alphabetically

DOCUMENT CHECKLIST

Please ensure you have attached the required documents before submitting your grant application.

- ATTACHMENT- A** – Federal Tax-Exempt IRS Determination Letter.
(The organization's Name must match the SDAT Records)
- ATTACHMENT- B** - Good Standing Status with the State of Maryland
(The organization's Full Legal Name must match the SDAT records)
- ATTACHMENT- C** - Articles of Incorporation
(The organization's Full Legal Name must match the SDAT records)
- ATTACHMENT- D** - Organizations By-Laws
(The organization's Full Legal Name must match the SDAT records)
- ATTACHMENT- E** – Board of Directors with names, addresses, and terms of office
- ATTACHMENT- F** - Organization Mission Statement
- ATTACHMENT-G** - Financial Statements
- ATTACHMENT - H** – Copy of budget for the current year
- ATTACHMENT-I** - Signed For W-9 Request for Taxpayer-Identification Number & Certification (The Organization’s Full Legal Name must match SDAT records)
- ATTACHMENT-J** – Insurance requirements/proof of insurance
- ATTACHMENT K** – Letter(s) of Support

CERTIFICATION

“I certify that I have reviewed this application and that, to the best of my knowledge, all statements and figures contained herein are true, accurate, and complete. If your organization does not have a Board of Directors, please indicate “NA” on the signature line and have the organization director sign.



7/1/2024

Signature of Chief Executive Officer

Date

Print Name Cornell Wade Title Executive Director

Address 6218 Cheverly Park Dr. Cheverly MD

Phone 3015208817 Email founder@royaltyinstitute.org

Provide the following information about your clients based on your most recent data. Information current as of (date) 7/1/2024