



## PRINCE GEORGE'S COUNTY LOCAL DEVELOPMENT COUNCIL

### FY 2020 Local Impact Grant Program

#### FREQUENTLY ASKED QUESTIONS

##### A. GENERAL

**1) What is the purpose of the Local Development Council (LDC)?**

The Prince George's County LDC was mandated by law in counties where video lottery terminal facilities (casino) are located. The LDC's primary purpose is to advise the County Executive on the needs and priorities of the communities surrounding the MGM National Harbor facility so local impact grants address the community's needs.

**2) Where does the funding to support the Local Impact Grants come from?**

The funds for the local impact grants come from a percentage of the annual revenue generated by the gaming licensee's video lottery terminals. Pursuant to CB-88-2015, each year, the County Executive and LDC develop a multiyear spending plan, which is then submitted to the County Council for review and comment.

**3) Who can apply?**

Non-profits with the **IRS 501 (c) (3) designation** located within the defined three-mile radius surrounding the MGM National Harbor gaming facility or seeking to provide services within the three-mile radius surrounding the MGM National Harbor gaming facility are eligible to apply. Please refer to the MGM Address Lookup Map to confirm if your organization or letter of support is from an organization within the 3-mile radius.

##### B. Eligibility/Document

**4) Are there any changes to the LDC Local Impact Grant Program this year?**

Yes. Please note the following changes below:

- Organizations are required to provide two self-addressed **STAMPED** envelopes.
- Organizations are no longer required to submit a conformed copy of the Articles of Incorporation or By-Laws.
- Audited financial reports must be prepared in accordance with generally accepted accounting principles and be audited by a certified public accountant. Unaudited financial statements, balance sheets, reviews or draft versions are not acceptable.
- All Certificates of Good Standing must be dated within six months of the application submission date.
- If using a fiscal sponsor or partnering with Prince George's County Public Schools (PGCPS), a copy of the most recently executed Memorandum of Understanding (MOU) is required signed by all parties.
- The MGM Address Lookup Site has been created to confirm all locations within the 3-mile radius

<https://princegeorges.maps.arcgis.com/apps/webappviewer/index.html?id=c0f50714f9824d9f9d8760a5df348de1>

**5) What does it mean to be in 'Good Standing?'**

To be in 'Good Standing' with your State means all documents and fees required by law to be submitted to the appropriate State department have been received, and no other government agency has notified the department/office that your entity is delinquent in tax payments. Each state issues its own version of a 'Certificate of Status,' otherwise known as 'Good Standing.' All applicants must remain in 'Good Standing' at the time of application and remain in 'Good Standing' throughout the performance period of the award if selected.

**6) Does my Letter of Support need to be on official organizational letterhead?**

Yes. Applicants are required to submit one (1) letter of support with original signatures from a community group, PTA/PTO, or faith-based organization located within the three-mile radius of the MGM National Harbor gaming facility, as a demonstration of community service and evidence of community need.

**7) How do you define "community group?"**

A "community group" is defined as a type of group or organization created and intended to provide a specific service in a community for the public benefit of the members of the community.

**8) When are applications due?**

Applications are due on Monday, December 16, 2019. Hand-delivered applications must be submitted no later than 5:00 PM on Monday, December 16, 2019. Email submissions must be time stamped by 5:00 PM on December 16, 2019. Mailed applications and supporting documents must be postmarked by December 16, 2019.

**9) What are the submission requirements?**

There is a two-step submission process which requires an electronic and hard copy submission. Both steps must be followed for full consideration.

- A) Provide one (1) electronic copy of the application and supporting documents via email to [PGCLDCGrants@co.pg.md.us](mailto:PGCLDCGrants@co.pg.md.us) using the subject line as follows: "FY2020 PGCLDC Local Impact Grant – (Insert the Full Legal Name of the Organization Applying)" or you may use a flash drive, **AND**
- B) Submit (1) one original and four (4) hard copies to the address below:  
PGCLDC Local Impact Grants  
Attention: Shaka de Pack Flores  
Wayne K. Curry Administration Building, 4<sup>th</sup> Floor  
1301 McCormick Drive, Suite 4000  
Largo, MD 20774

**NOTE: All hand-delivered submissions must be submitted no later than 5:00 PM on Monday, December 16, 2019. E-mail submissions must be time stamped by 5:00 PM on December 16, 2019. Mailed applications and supporting documents must be postmarked by December 16, 2019.**

## **C. Process**

### **10) What are the criteria for evaluating submitted proposals?**

All proposals must completely satisfy the application criteria and meet a community need. Specifically, all PGCLDC grant awardees are selected based on the overall cumulative ranking of the following criteria:

- Statement of Problem (15 points)
- Program/Project Design and Implementation/Budget (35 points)
- Program/Project Evaluation (25 points)
- Organizational Capability (20 points)
- Post Grant Funding/Future Sustainability (5 points)
- Proposed service impact within the designated local impact zone (20 points)

### **11) What can I expect now that I have submitted my application and supporting documents?**

All supporting documents will be reviewed for compliance with the application guidelines. All organizations will receive written correspondence advising them their submission was deemed either “complete” or “incomplete.” “Complete” is an indication that all criteria are met, and your application will go to the LDC for review. “Incomplete” indicates one or more supporting documents did not meet the specified criteria, and your application will not be reviewed by the LDC.

### **12) Are all decisions final or is there an appeal process?**

All decisions are final. The PGCLDC reserves the right to reject applications considered non-responsive to the PGCLDC application and supporting documentation requirements and the PGCLDC impact area needs. Any applicant not approved for funding can request feedback from the PGCLDC on their submitted proposal.

## **D. Award**

### **13) How will my organization be notified if we are selected for an award?**

All applicants selected to receive an award will receive written correspondence from the Local Development Council (LDC).

### **14) What is the maximum amount of funding that organizations may request?**

In this round of funding, organizations may request up to **\$50,000**.

## **E. Reporting**

### **15) Are there reporting requirements and if so, what are they?**

As a condition of award, grant awardees will be required to provide their program’s progress within six (6) months of receiving the Local Impact Grant award. Additionally, a final closeout report must be submitted once all funds are expended. The PGCLDC will provide further guidance at the time of award.