



PRINCE GEORGE'S COUNTY LOCAL DEVELOPMENT COUNCIL (PGCLDC)

FY 2018 LOCAL IMPACT GRANT APPLICATION GUIDELINES AND INSTRUCTIONS

1. Local Impact Grant applications can be filled out electronically, and must be submitted by postal mail and electronically as described in item number 2 below.
2. Applications will be accepted beginning January 10, 2018 through January 31, 2018. Any applications postmarked after January 31, 2018 will not be accepted:
 - **Submit by postal mail: one (1) original application with all required documentation, plus four (4) complete hard copies to:**

PGCLDC Local Impact Grants
Attention: Ms. Renee Adams
14741 Governor Oden Bowie Drive, 5th Floor
Upper Marlboro, MD 20772
 - **Include one electronic copy, via email, flash drive or CD-ROM (in addition to the five (5) complete hard copies noted above).** If using email submission to satisfy this requirement, it must be sent to pgcldcgrants@co.pg.md.us. Applications sent electronically must use subject line as follows: **"FY2018 PGCLDC Local Impact Grant - (Insert the Full Legal Name of the Organization Applying)"**.
3. Local Impact Grant funding requests may not exceed \$35,000.
4. A public grant information workshop for potential applicants will be held on January 10, 2018.
5. Local Impact Grant applications will be initially screened by The Grant Unit of the Prince George's County Office of Management and Budget for compliance. Grant applications deemed complete will be forwarded to the PGCLDC for consideration. Grant applications deemed incomplete will be disqualified and not considered by the PGCLDC. Disqualified applicants will be notified by the County no later than February 28, 2018.
6. The PGCLDC Grant Review Committee will review all eligible applications then make recommendations to the entire Local Development Council. Grant applicants who are selected by the PGCLDC Grant Review Committee will be required to make a formal presentation before the entire PGCLDC to be eligible for grant award. These presentations will be scheduled during the May-July PGCLDC meetings.
7. PGCLDC reserves the right to reject applications that do not include all required documentation (as stated on the application), or program proposals that are considered non-responsive to PGCLDC impact area needs. Please see adopted impact area map enclosed in application package.
8. Please carefully review checklist of requirements included with the application prior to submission.
9. Current PGCLDC members are ineligible to apply for Local Impact Grants.



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10. PGCLDC Local Impact Grant awardee recommendations will be reviewed and a final decision will be made by the County Executive.
11. All applicants will be notified in writing of grant decisions no later than August 22, 2018. The Grant Unit of the Prince George's County Office of Management and Budget will contact selected awardees to begin processing the grant award; grant funds should be available within 45 days, assuming all required documentation has been submitted.
12. Grant awardees will be required to present their program's progress within six (6) months of receiving the Local Impact Grant award. The PGCLDC will provide meeting dates to facilitate the grant award progress presentations and reports.

PGCLDC CONTACTS:

Rev. Jeffrey Chandler, Chairman, Prince George's County Local Development Council
Email: jchandler@copeinc.net

Nathaniel K. Tutt, III, Office of the County Executive, Liaison to Local Development Council
Email: nktutt@co.pg.md.us

Renee Adams, Office of the County Executive, Administrative Aide for the Local Development Council
Email: rdadams@co.pg.md.us