

**DETROIT VACANT PROPERTY CAMPAIGN
COMMUNITY AND PROPERTY PRESERVATION PROGRAM
REQUEST FOR PROPOSALS**

The Detroit Vacant Property Campaign seeks proposals, under a competitive Request for Proposal (RFP) process, for the use of Community and Property Preservation (CAPP) program funds, a program made possible by a generous grant from the Kresge Foundation. Community Legal Resources (CLR), a nonprofit legal services provider in downtown Detroit, is serving as the lead organization on a collaborative project called the Detroit Vacant Property Campaign. The DVPC is an initiative of Detroit Local Initiatives Support Corporation and involves community groups, city residents, faith-based organizations, the University of Michigan Taubman College of Architecture and Urban Planning, Community Development Advocates of Detroit, and the City of Detroit. The purpose of the campaign is to work with communities throughout Detroit to empower residents to reduce the negative effects of vacant properties and turn vacant properties into neighborhood assets.

GUIDELINES FOR COMMUNITY AND PROPERTY PRESERVATION PROGRAM GRANT APPLICATIONS

This describes the purpose of the Community and Property Preservation (CAPP) program, eligibility criteria and the procedures for proposal submittal.

THE GRANT PROGRAM

Program Purpose

The purpose of CAPP is to help stabilize Detroit neighborhoods experiencing negative effects from increasing amounts of vacant properties and worsening vacant property conditions. **CAPP provides supplemental financial assistance to community-based organizations that are incurring costs due to resident-initiated vacant property maintenance.** CAPP is made possible by a generous grant from the Kresge Foundation.

We fund projects that:

- Preserve neighborhood property values through vacant property maintenance and security
- Effect significant improvements to neighborhood stability and quality of life

Examples of project activities include, but are not limited to:

- Purchasing exterior lighting to improve security of vacant properties
- Purchasing boarding materials
- Contracting with a local group of residents to remove snow from vacant property driveways and sidewalks
- Buying exterior decorations to make vacant properties look occupied
- Providing financial assistance to a neighborhood CB radio vacant property security patrol

We DO NOT fund projects that:

- Fund operating or administrative activities

We give priority to projects that:

- Focus activities in concentrated areas to increase the impact of maintenance activities
- Build off of preexisting vacant property inventories, planning, and activities
- Employ a comprehensive, strategic approach to vacant property management
- Leverage funds from additional sources such as private, foundation, or city sources
- Reflect meaningful collaboration among community groups, faith-based institutions, and/or governmental entities

THE GRANT APPLICATION PROCESS

Request for Proposals

The Detroit Vacant Property Campaign invites proposals for CAPP, under a competitive Request for Proposal (RFP) process, and awards grants to supplement the costs incurred from vacant property maintenance.

Eligible Requests

We support projects directly benefiting Detroit’s neighborhoods by nonprofit, community-based organizations. **We will not award grants to individuals.**

Applicant organizations must meet the following criteria:

- A 501(c)(3) or 501(c)(4) nonprofit with proof of tax-exempt status;
- A minimum of three years of experience in community-based work;
- A minimum yearly operating budget of \$5,000

If your organization does not meet the conditions above, you may still submit a proposal as long as your organization submits a proposal with a co-applicant who does satisfy all of the eligible criteria.

For example, a resident organization without 501(c)(3) status may partner with a local faith-based institution or community development corporation that meets the applicant criteria. In that case, the eligible organization would sign the proposal as a co-applicant and would act as a fiduciary for the grant money to the resident organization.

Grant requests are limited to a **minimum of \$3,000** and a **maximum of \$20,000**. DVPC will provide up to **25% of the grant award amount upfront** to recipients, and reserves the right to determine the allocation method and schedule on a case-by-case basis for the remainder of the grant award. If awarded, the grant money must be **committed by the organization within 3 months** of grant allocation and **fully disbursed within 12 months**. For example, if an organization would like to provide financial assistance to residents that mow the lawns of vacant properties during the summer, the organization could develop a plan and have residents sign in March to agree to perform mowing services on given days in the summer, which would “commit” the funds. In that case, the funds would not have to be “disbursed” until the activities are performed in the summer.

THE GRANT REVIEW PROCESS

Application Procedures

Please submit an application containing the completed application form and all of the required attachments. We will contact you if we have questions or require additional information. **We will acknowledge your application within 2 business days of receipt.**

Application Timeline

January 1, 2009: RFP released

January 25, 2009: PROPOSALS DUE

February 9, 2009: Notification given to award recipients

