



Roseville Grants Advisory Commission Applicant Workshop

January 4, 2022

Purpose of workshop

- Provide overview of each fund
- Review timeline and grant funding priorities for this year's grant cycle
- Review online submittal process
- Provide overview of application scoring questions and scale
- Review required documents, budget, funding priorities, scoring methodologies
- Commissioners will provide helpful hints and answer questions

Citizens' Benefit Fund

- Funds available: approximately \$277,913
- Eligible applications: private schools & nonprofit organizations (501(c)3/501 (c)4)
- School sites/organizations: private schools and nonprofit organizations, one application per school site
- Current Roseville Business License
- “Improve the quality of life for the citizens of Roseville”

Roseville Employees Annual Charitable Hearts

- Funds available: approximately \$1,768
- Eligible applications: private schools & nonprofit organizations (501(c)3/501 (c)4)
- School sites/organizations: private schools and nonprofit organizations, one application per school site
- **Current** Roseville Business License
- “Improve the quality of life for Youth, Families, Seniors of Placer County

Timeline

- Wednesday, December 8th - Grant application opened/link posted
- Thursday, February 3rd - Grant applications must be submitted **ONLINE** in ZoomGrants by **5:00 pm**
- Staff will determine whether grant applications meet threshold requirements
- March 1st through April 1st – Grant applications reviewed and scored by Commissioners individually in ZoomGrants

Timeline

- Tuesday, April 12th – Commission makes final funding recommendations
- June Council Meeting – City Council reviews funding recommendations and takes final action
- Tuesday, July 12th – Commission holds check presentations to awardees

Overview and online application

- City of Roseville Website:
roseville.ca.us/government/city_manager/grants/
- ZoomGrants Website: www.zoomgrants.com
- ZoomGrants Helpline: 866-323-5404

Review criteria for applications

■ Threshold requirements & Scoring Scale

Scoring Questions	Scoring Scale
1. Application demonstrates the need for the project or program.	15
2. Application clearly defines the project/program and how success is measured.	15
3. Application reflects mission and meets the general requirements and guidelines for CBF and/or REACH.	5
4. Requested funds achieve an impact on the identified need.	20
5. Application demonstrates evidence of community support.	10
6. Application clearly describes how the collaborative partners increase efficiency and efficacy of the grant.	10
7. Request is reasonable given the proposed project/program and the organization's experience and capacity.	5
8. Project budget is clear and organization's budget demonstrates sustainability.	10
9. Additional funding support for this project/program is clearly identified.	5
10. Application clearly identifies how agency will reduce costs or generate additional revenue to cover project/program and operating costs.	5
TOTAL POINTS	100

Required documents

- Documents – Upload all required documents
- No document and/or documents that are N/A –
Must upload a document with an explanation
- Bids are required for capital expenditures or works of improvement, including private schools and school non-profits

Application reminders/helpful hints

- ZoomGrants link posted on *roseville.ca.us/government/city_manager/grants/*
- Create a new ZoomGrants™ account or sign in on an existing account
- Grant application automatically saves
- Changes can be made by applicant up until application is “submitted”
- Turn on **Show/Hide Instructions** tab for instruction

Questions

- Audience questions
- Link to application at [**roseville.ca.us/government/city_manager/grants/**](http://roseville.ca.us/government/city_manager/grants/)
- Tonight's meeting www.roseville.ca.us, search agendas and minutes
- If you have questions, email Trisha Isom, Grants Advisory Commission Liaison @ tisom@roseville.ca.us