



MINNESOTA CHIEFS OF POLICE FOUNDATION

*Advancing high quality, effective policing and strengthening police-community relations
in Minnesota through training, outreach, grants and scholarships*

COMMUNITY PARTNERSHIPS GRANT PROGRAM APPLICATION INFORMATION & INSTRUCTIONS

GRANT CYCLE #2

DEADLINE: AUGUST 4, 2023

Please read application instructions thoroughly, as it contains critical information to help you submit a request that meets requirements.

The Minnesota Chiefs of Police Foundation (MCPF) believes that strong community partnerships should be a core principle in modern day policing practices. Therefore, the Foundation is proud to offer grants to help advance community partnerships between citizens and police departments, as well as deepen trust and transparency between the public and law enforcement.

Grant Eligibility & Details

- Grants are issued directly to Minnesota police departments that are current members (in good standing) of the Minnesota Chiefs of Police Association. MCPF does not issue grants to other organizations such as nonprofits, churches, schools, etc.
- Grant applications may be submitted by anyone within the department but must include the Police Chief's approval.
- Grants are offered in amounts ranging from \$500 to \$2,500. Requests may be funded in full or in part, depending on availability of funds.
- Grants are limited to one per agency, per year. An agency is not eligible to apply if it already received a grant in that same calendar year.
- Starting with grant cycle #2, unfunded applications will not automatically roll over to the next grant cycle for consideration. Agencies must reapply.
- Grant funds may only be requested for projects that cannot be covered by the police department budget or city budget.
- Grant funding decisions will be made within 60 days of the grant cycle closing date. For Grant Cycle #2, funds will be dispersed to agencies by Sept 8, 2023. If funds are needed sooner, please contact the Foundation office prior to submitting your application.

Grant Criteria

The goal of Community Partnerships Grants is to support, supplement, initiate and accelerate a police department's efforts to engage with the community in meaningful ways. All events, projects, programs and initiatives submitted for consideration must have the purpose of building relationships, trust, transparency, cooperation, or partnerships with the communities you serve.

SPECIAL CONSIDERATIONS:

- In an effort to spur **CREATIVITY** and **INNOVATION** within police-community relationship building efforts, applications featuring NEW or FIRST TIME projects within your community will be prioritized when making funding decisions.
- **If submitting for events/projects that are not new in your city (such as National Night Out), the application must thoroughly explain how grant funds will specifically expand and make your event different, bigger, or notably better.**
- We encourage agencies to explore community engagement project ideas and concepts that can simultaneously address other public safety or department related issues such as recruitment, diversity, crime prevention, community education, etc.
- Police departments may wish to collaborate with other neighboring departments on a joint event, project or program. Multi-agency collaborations are encouraged (especially for smaller agencies) and may be prioritized when making funding decisions.

EXAMPLES:

Below are examples of events, projects, programs and initiatives eligible for a grant. This list is not exhaustive and is designed to give applicants some examples of the types of projects that are eligible.

- Community Listening Sessions
- Police/Community Picnic or BBQ events
- Public Safety Fairs
- Public Safety Town Halls with residents
- Crime Prevention Outreach & Education events
- Neighborhood Watch / Business Watch outreach
- Police Department Open Houses
- Police/Community Relations Surveys (Citizen Surveys)
- Police - Youth Basketball Games
- Cops and Kids Programs
- School Outreach Programs
- Coffee with a Cop (must be a first time event or to pay for training workshops offered through the Coffee with a Cop national nonprofit)
- Police Athletic League (PAL program) (a first time program or notable expansion)
- National Night Out (a first time event or notable expansion)
- Shop with a Cop (a first time event or notable expansion)

- etc.

Grants can be used to pay for:

- Food
- Supplies
- Equipment
- Speaker Fees
- Program Fees
- Staffing: Event Coordinators, Consultants, Program Staff, etc. (NON-police department staff)
- Marketing & Outreach efforts
- Other project related expenses

Grants CANNOT be used to pay for:

- Police department personnel costs (salaries, overtime, etc.)

Grant Application Process

1. Grant applications may be completed and submitted by any member of the police department. However, all applications require approval from the Chief of Police.
2. Complete all sections of the application. Items left blank or incomplete may delay processing of application.
3. Supplemental documents may be included with the application, such as written estimates from vendors on company letterhead, proposed project budget, letters from community members or partner organizations, etc. (not mandatory but may help Foundation board members evaluate your project). Please email attachments to foundation@mnchiefs.org
4. Grant applications and all supplemental materials must be submitted by the grant cycle deadline.

GRANT APPLICATION FAQ's

Q: Who reviews and approves the grant applications?

A: The MN Chiefs of Police Foundation (MCPF) Board of Directors has a designated Grants Committee that will review and make funding recommendations to the full MCPF Board of Directors. All official funding decisions will be made by the MCPF Board of Directors based on an established set of criteria.

Q: When can we expect a decision once a grant application is submitted?

A: Upon grant cycle closure, all applications will be reviewed by the MCPF Grants Committee and presented to the MCPF Board of Directors for official approval. All agencies will be notified between 30 - 60 days post grant cycle date closure. Grant checks will be mailed to the agency via check within 60 days of the cycle closing date.

Grant Cycle #2 Closing Date – Aug 4, 2023

Checks to be distributed by Sep 8, 2023

Q: If my event, project, or program needs funds sooner than the stated fund distribution timeline, can I still submit an application?

A: Yes, you may still apply. However, please contact the Foundation office at foundation@mnchiefs.org prior to submitting your application to communicate your timing needs so the Foundation can determine feasibility.

Q: If our event, project, or program is partially funded through other means (police department budget, city budget, federal/state grants, a nonprofit, etc.) but we still need additional funding, can we submit an application?

A: Yes. You may request grant funds to supplement existing funding. However, MCPF grant funds should not be used to replace or supplant the police department / city budget, as MCPF grant funds are intended to meet needs not met by city funds.

Q: We requested \$2500 on our grant application but only received approval for \$1,000. Can I resubmit for the remaining amount in a future grant cycle?

No. The MCPF Grants Committee and Board of Directors will consider a number of important factors when making funding decisions, balancing several priorities as well as considering the availability of funds. Therefore, all funding decisions will be final. Given that agencies may only be a recipient of grant funds one time per calendar year, the agency will have to wait until a future grant cycle in the next calendar year to be eligible to apply again.

Q: If my agency collaborates with another agency and we receive funding approval for our joint project, can my department independently apply again for another grant for a different project during a future grant cycle?

A: Yes, but you may only receive one grant per calendar year so you will have to wait to apply in the next year.

Q: If a grant application is denied, can the department re-submit the application in a future grant cycle?

A: Yes. While there are eligibility standards, criteria and priorities established, funding decisions are also based on the availability of funds. If your application is not approved, it does not necessarily mean that the project did not meet qualifications or criteria. MCPF will seek to fund as many qualified projects as possible, but approvals may be limited due to funding availability during that grant cycle. Agencies are encouraged to reapply for the same project or an entirely different project in future grant cycles (within the same calendar year).

Q: If my grant application was approved but plans change and we can no longer use the funds for the intended project, may I use the grant funds for a different project/purpose?

A: Yes. The Foundation understands that circumstances can change. Funds may be repurposed as long as the new project still meets the purpose, criteria and standards listed in the grant program instruction packet. To request approval for the repurposing of grant funds, please email the Association's program coordinator at foundation@mnchiefs.org.

Q: What are the dates for the next grant cycle?

A: Grant Cycle #3 dates have yet to be determined. An announcement will be made when dates are confirmed for 2024.

Q: Are there any reporting requirements after the grant payment is received?

A: Yes. Funded departments are asked to fill out a ***Post-Grant Report*** within 60 days of project completion. The Post-Grant Report is a form the Foundation will send you once the grant application is approved and funded. By participating in this grant program, all grant recipients will give permission to MCPF to re-use project summaries, impact statements, photos, video footage, etc. on the MCPF website, social media, or other marketing materials to demonstrate the grant program's impact to the public and to donors/supporters.

For more information, please contact:

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