

# **Call for Ideas**

The Charm Bracelet Project is now accepting submissions for the Northside Microgrant Program. We are seeking proposals for innovative and creative collaborative projects that enhance and beautify the Northside for residents and visitors alike.

Awards range from \$500 to \$10,000.

**Proposals are due by 5 pm on March 5, 2010.**

**Completed proposals must be submitted electronically and via regular mail or hand-delivered – please refer to attached guidelines for more information.**

**All questions can be directed to Chris Siefert at [csiefert@pittsburghkids.org](mailto:csiefert@pittsburghkids.org)**

# Charm Bracelet Project: Northside Microgrant Program

*Funded by the Charm Bracelet Project Fund through a grant from the Grable Foundation*

## Northside Microgrant Program Summary

The Northside Microgrant Program is a project of the Charm Bracelet Project Fund, a fund established in 2007 as an initiative to support creative, imaginative and collaborative projects that positively impact the Northside and advance the goals of the Charm Bracelet Project. Large and small non-profit organizations (and individuals in partnership with non-profit organizations) are invited to submit applications for awards from \$500 up to \$10,000. for projects on the Northside. Awards are issued by the Charm Bracelet Project Fund Microgrant committee. Funding is limited and at the discretion of the steering committee.

The Charm Bracelet Project is a network of cultural, educational, and recreational organizations transforming traditional understandings of how institutions make community impact. We work collectively to foster a vibrant, attractive and accessible Northside that is unified by visible, lasting connections between organizations and amenities. [www.pittsburghkids.org/charmbracelet](http://www.pittsburghkids.org/charmbracelet)

## Project Criteria

Selection will be based on how well proposed projects meet the following criteria:

- Strengthen existing or create new connections – physical, programmatic or social – between and among Northside institutions or neighborhoods.
- Utilize innovative approaches, technologies or program structures.
- Enhance experiences for both visitors and residents of the Northside thus improving perceptions of the Northside as a destination.
- Are sustainable, as evidenced through a demonstrated capacity for continued implementation and/or a presence beyond the life of the award.
- Occur in one or more of the Charm Bracelet Project's focus areas:
  - **Public projects and programs** – Visual, performance and other public art or other activities in public space that transform the Northside's streets and public spaces into inviting and engaging locales.
  - **Educational and youth programming** – Innovative programming that empowers and engages local children and youth by utilizing the Northside and its institutions as an urban learning laboratory.
  - **Mobility** – Activities that promote and encourage alternative means of transportation and other strategies to connect Northside places, neighborhoods and institutions through creative infrastructure and programming; examples might include urban trails; mapping systems; bike routes and rental stations.
  - **Environmental sustainability/green practices** – Projects that implement innovative green practices on the Northside or expand upon existing eco-projects occurring in the district, in order to transform the community into a model of urban environmental sustainability.
- Existing or ongoing projects and programs are eligible for funding; however, particular consideration will be given to projects that are either new or which substantially expand or modify the scope of an existing project.

## Microgrant Award Eligibility

- Microgrants will be awarded to non-profit organizations with 501(c)(3) status.
- Microgrants will be awarded to projects or programs that involve two or more Collaborative Partners.
- Collaborative Partners may include individuals; however, at least one of the Partners must be a non-profit organization which will serve as fiscal sponsor for the project and will be required to oversee the use of funds and submit a final report on the project.
- Projects must occur on the Northside of Pittsburgh.
- Projects must start on or after the date the award is received.
- Organizations or individuals located or operating on the Northside are encouraged to apply. However, it is not required for individuals or organizations applying to be actually physically located on the Northside.

## Application Process

Applications are reviewed by a steering committee comprised of Charm Bracelet Project organizational representatives. Application dates are as follows:

Application Due Date	Announcement
March 5, 2010	March 19, 2010

Applications are to be submitted via electronic **and** regular mail (or hand delivered) and must include the following materials:

- Application Cover Sheet (use attached MS Word template)
- Project Statement
- Budget (use attached MS Excel template)
- Timeline
- Copy of lead organization's tax-exempt 501(c)(3) status
- Optional: letters of support, supporting images or other supporting documents

*The review panel reserves the right to request additional materials after initial review of proposals.*

**Please submit all application materials to:**

Chris Siefert  
Children's Museum of Pittsburgh  
10 Children's Way  
Pittsburgh, PA 15212

Email: [csiefert@pittsburghkids.org](mailto:csiefert@pittsburghkids.org)

## Expectations and Obligations

- Awardees will be required to enter into a contract to insure compliance with the parameters of this funding opportunity.
- Awardees are expected to complete their projects as indicated in their proposal adhering to the proposed project activities, timeline and budget. Substantial changes to activities, timeline or budget shall be coordinated in advance in writing, with approval granted by the steering committee.
- Projects must be completed no later than two years after the approved start date.
- Awardees are expected to provide a detailed Schedule of Activities when major project activities are taking place such that professional documentation of the project activities may be coordinated.
- Any unused portion of an award must be returned to the Charm Bracelet Project Fund.
- Awardees must document all phases of their project utilizing written, visual and/or audio techniques.
- Awardees will be required to submit a final report summarizing all project activities and use of funds. Digital photographs documenting various activities should support the final report. All PR materials and press clippings should also be included.
- Interim reports may be required if requested by the steering committee.
- All publications, press releases, signage and advertising for the project shall include the following: "This project was funded in whole/part by generous support from the Grable Foundation as a part of the Charm Bracelet Project Fund."

## Questions and Technical Assistance

Questions about this program and/or the application process must be submitted in writing via email to Chris Siefert, Deputy Director, [csiefert@pittsburghkids.org](mailto:csiefert@pittsburghkids.org). Questions will only be accepted via email.

Technical assistance for the grant application is available upon request.