



Small Change Grant Overview & Information

Overview

Park Pride's Small Change Grant program provides matching grants up to \$2,500 to community groups for the implementation of park improvement projects. Applicants may request up to 50% of their Total Project Budget and are responsible for securing the remaining funds.

Eligibility

- ❖ Applicant must be a registered Park Pride Friends of the Park group with an executed MOU
- ❖ Project is in a **City of Atlanta or DeKalb County** park
- ❖ Applicant has submitted final reports for all previous Park Pride grant projects
- ❖ Friends group has 501(c)(3) nonprofit status or is a fiscal partner with a 501(c)(3) nonprofit organization
- ❖ Must be a capital project

Requirements

- ❖ Project must be supported by the community
- ❖ Project must be approved by the property owner
 - **City of Atlanta:** Contact Dan Calvert, Urban Planner III, Department of Parks & Recreation at DJCalvert@atlantaga.gov
 - **DeKalb County:** Chuck Ellis, Director of Parks, Recreation, and Cultural Affairs at coellis@dekalbcountyga.gov
- ❖ Project is sustainable and can be completed within 12 months
- ❖ Applicant must match grant dollars on a 1:1 basis (through cash or in-kind donations)
 - Community investment is required
 - Volunteer hours can count toward your in-kind match if it is noted on the application project budget
 - Matching funds must be spent on items included in the budget

Selection Criteria

Applications will be considered based on the merits, viability, sustainability of the proposed project, and level of community support. Park Pride may award grants for a portion of the amount requested. In addition to the criteria listed above, projects will be evaluated on the following:

- ❖ Level of community involvement in development of the plan and overall project
- ❖ Community participation in fundraising
- ❖ Success of previous park improvement projects
- ❖ Project addresses an identified need
- ❖ Effective use of requested funds
- ❖ Materials are appropriate for the site conditions
- ❖ The fundraising plan and project timeline are realistic
- ❖ The proposed improvements are easily maintained

Application Components

- ❖ **Complete application with budget and before photos**
- ❖ **Planning documents:** Include all pertinent planning documents (Site plan, Master plan, Vision Plan, Renderings, Construction documents, Specification Documents, etc.).
- ❖ **501(c)3 documentation:** Include documentation of 501(c)3 status of your organization or fiscal partner (Not necessary if your fiscal partner is Park Pride; your Friends of the Park group has to apply for this service separately, [see information HERE.](#))
- ❖ **Letter of support from the property owner:** City of Atlanta or DeKalb County
- ❖ **Community Association letters of support:** Include a letter of support from each community association whose jurisdiction includes or borders the park. A sample letter document can be found under the “apply now” section of the grant page. Additional letters of support from police, NPU, etc. may be added in this section as well.