

City of Muncie  
American Rescue Plan: Neighborhoods Fund  
Grant Process & Committee

Grant Process & Procedures

1. To be eligible for funding, neighborhoods must be located within the City of Muncie and their respective neighborhood association must not discriminate based on age, race, sex, religion, national origin, disability, economic status, or sexual orientation.
2. In addition, neighborhood associations must meet the following criteria:
  - a. A leadership structure with representation from within the neighborhood;
  - b. Have bylaws and articles of incorporation;
  - c. Registration at IN Secretary of State as a non-profit organization;
  - d. Have either an EIN number and bank account in the name of the neighborhood association OR a fiscal agent;
  - e. Have an overall goal/mission statement;
  - f. Have means to reach the neighborhood residents (i.e. email list, Facebook, NEXTDoor, etc.).
3. Applications that involve public art must communicate their plans with the Muncie Arts and Culture Council Public Art Committee.
4. Neighborhoods that are not currently organized must submit an Intent to Organize form by March 01, 2022.
5. Neighborhoods that are organized must submit an Intent to Apply form by March 01, 2022.
6. All neighborhoods intending to submit an application must meet with the MAP neighborhoods Coordinator by April 15, 2022.
7. Interested applicants are strongly encouraged to attend an informational session about the grant. These forums will be open to the public and free of charge.
8. MAP will send applications for legal review to the City and City Council attorneys and will follow up with the applicant if needed.
9. Members of Muncie Action Plan's Task Force 2 will conduct a first review of applications and make recommendations for funding to the Muncie Action Plan's Board of Directors, which will vote to approve those recommendations. Allocation will be based on the population of a neighborhood and need per the neighborhood's relation to the city's median income.
10. On behalf of the City of Muncie, MAP will notify the applicants of funding decisions.
11. Grant recipients will be sent a funding agreement and report form.
12. Upon receipt of signed funding agreement, grant funds will be transferred electronically to the applicant's account.
13. All decisions of the of MAP's Task Force 2 and Board of Directors are final, and no appeal will be accepted.
14. Grant recipients will report on grant results as soon as funds are fully expensed and no later than December 31, 2024.