



# **Community Engagement Clusters** **Regional Service Office**

## **Neighborhood Events Matching Fund** **Grant Program**

### **Overview:**

The Montgomery County Government established the Neighborhood Events Matching Funds Grant Program (NEMF) to promote community engagement, encourage capacity building, networking, and stimulate the local economy. This program is administered by the five Regional Service Offices. Neighborhood organizations, block groups, tenant associations, and civic clubs that are active and in good standing may apply for funds to hold events and activities by completing an application.

Eligible activities include those that are open to residents and create sustainable and lasting impacts for the neighborhood. Due to increased demand and the limited budget for this program, funding priority will be given to first-time applicants. The maximum fund amount is **\$1000** per applicant, per funding cycle (July 1, 2024 – June 30, 2025). Funds will be given on a first-come, first-served basis.

### **Instructions:**

- Complete the **application form (below)** and return it to the contact listed below.
- Provide proof of payment for the expenditures from the eligible activity.
- Grant funds will be matched **dollar for dollar (1:1)** with cash or in-kind donations.
- **All events must comply with the Montgomery County Law.**

### **Process:**

- Upon review of the application by the County, the applicant will be notified as to whether the application is approved and the amount of funds that will be provided to support the activity.
- Approved applicants will be required to agree to the conditions of the grant program prior to payment by the County.

### **Contact**

Nahom Tekle, Community Projects Manager  
Silver Spring Regional Services Center  
(240) 941-4995

[Nahom.Tekle@montgomerycountymd.gov](mailto:Nahom.Tekle@montgomerycountymd.gov)



# **Community Engagement Clusters** **Regional Service Office**

## **Neighborhood Events Matching Funds Grant Program Application Form**

Funding Cycle: July 1, 2024 – June 30, 2025

### **OVERVIEW:**

The Montgomery County Government established the Neighborhood Events Matching Funds Grant Program (NEMF) to promote community engagement, encourage capacity building, networking, and stimulate the local economy. This program is administered by the five Regional Service Offices. Neighborhood organizations, block groups, tenant associations, civic clubs, and other community groups that are active and in good standing may apply for funds to hold events and activities by completing this application.

Eligible activities include those that are open to residents and create sustainable and lasting impacts for the neighborhood. Due to increased demand and the limited budget for this program, funding priority will be given to first-time applicants. The maximum fund amount is **\$1000** per applicant, per funding cycle. Funds will be given on a first-come, first-served basis.

### **INSTRUCTIONS:**

Please return the completed application to the grant program manager listed below:

**Nahom Tekle, Community Projects Manager**  
**Montgomery County Government**  
**(240) 941-4995**

**[nahom.tekle@montgomerycountymd.gov](mailto:nahom.tekle@montgomerycountymd.gov)**

In completing this application, please fill out the application form and supporting documents (estimated expenses form and matching funds expense form). Proof of payment for the expenditures from the eligible activity is also required. The funds must be matched **dollar for dollar (1:1)** with cash or in-kind donations.

**PROCESS:**

After consideration of this application by the County, the applicant will be notified as to whether the application is approved and the amount of funds that will be provided to support the activity. Approved applicants will be required to agree to the conditions of the grant program prior to payment by the County.

**APPLICANT & EVENT INFORMATION (PRINT OR TYPE):**

<b>Neighborhood / Block Group / Club Name:</b>	
<b>Contact Name:</b>	
<b>Mailing Address:</b>	
<b>Contact Number:</b>	
<b>Month &amp; Year of Group's Formation:</b>	
<b>Amount Requested:</b>	\$

APPLICANT & EVENT INFORMATION CONTINUED

What is the mission statement or purpose of the group? List names of other group members or current officers.

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Neighborhood Event Name: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Is the activity open to the public?    Yes\_\_\_ No \_\_\_

If no, explain why not:

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Brief description of activity and how it will help improve the neighborhood:

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Approximate number of households or businesses that would be participating and benefiting from activity? \_\_\_\_\_

Name of Contact Submitting Application: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Neighborhood Events Matching Funds Grant Program Estimated Expenses Form

Description of Estimated Expense for the Activity / Event:

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Estimated Expenses:

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Itemize Expenses – (For Example: Food, Paper Goods, Printing, Etc.):

**Total Expenses: \$** \_\_\_\_\_

*Revised: June 2024*



## Neighborhood Events Matching Funds Grant Program Matching Funds Pledge Form

**The match for the NEMF can be made in various ways: Volunteer Hours, Sweat Equity, In-Kind Services/Materials, and/or Cash Donations.**

Description of Match (i.e. tent, equipment, paper)	Name & Address of Business(es), Organization(s) Making Donation(s)	Initials	Value of Volunteers	Value of In-Kind Services / Materials	Cash Donation Amount
<b>Total Pledge Amounts:</b>			\$	\$	\$
<b>Grand Total:</b>	<b>\$</b>				

**Note: The matching pledge total should be greater or equal to the funds provided by Montgomery County.**

Name of Individual Submitting this Form:

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Montgomery County Regional Services Directors:

**Bethesda/Chevy Chase:** Peter Fosselman  
[Peter.Fosselman@montgomerycountymd.gov](mailto:Peter.Fosselman@montgomerycountymd.gov) (240-777-8206)

**East County:** Jewru Bandeh  
[Jewru.Bandeh@montgomerycountymd.gov](mailto:Jewru.Bandeh@montgomerycountymd.gov) (240-777-8414)

**Mid-County:** Luisa Cardona  
[Luisa.Cardona@montgomerycountymd.gov](mailto:Luisa.Cardona@montgomerycountymd.gov) (240-777-8101)

**Silver Spring:** Jacob Newman  
[Jacob.Newman@montgomerycountymd.gov](mailto:Jacob.Newman@montgomerycountymd.gov) (240-777-5307)

**UpCounty:** Ruben Rosario  
[Ruben.Rosario@montgomerycountymd.gov](mailto:Ruben.Rosario@montgomerycountymd.gov) (240-777-8040)

**DO NOT WRITE BELOW THE LINE OF THIS PAGE (STAFF USE ONLY):**

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Date Application Received: \_\_\_\_\_

Received by: \_\_\_\_\_

County Region: \_\_\_\_\_

*Revised June 2024*