MetroCommon × 2050
Shaping our Region together

Funding Available for Community Engagement
Apply for a MetroCommon 2050 Outreach Mini-Grant

## Help your community be part of MetroCommon 2050, Greater Boston's next regional plan!

The Metropolitan Area Planning Council (MAPC) is now accepting applications for the MetroCommon 2050 Outreach Mini-Grant Program. We will be accepting applications and awarding mini-grants on a rolling basis until December 2020 for outreach projects to be completed between now and Spring 2021.

The purpose of the MetroCommon 2050 mini-grants is to fund community partners to help us with outreach, events, and collecting input in harder-to-reach communities. Voices of people from those communities will be crucial in developing the plan content and shaping the future of our region. We want to hear from the region, and we are providing resources to those who will help us reach underserved populations.

MetroCommon 2050 is Greater Boston's next regional plan, and the process of developing it is being led by the Metropolitan Area Planning Council (MAPC). MAPC is regional planning agency that serves the people who live and work in the 101 cities and towns of Metropolitan Boston.

MAPC will host information sessions and webinars from time to time to answer any questions. The first will be on **July 1** from **10:00 - 11:00 AM** at MAPC, 60 Temple Place, Boston, MA and via webinar. Applicants are strongly encouraged to participate.


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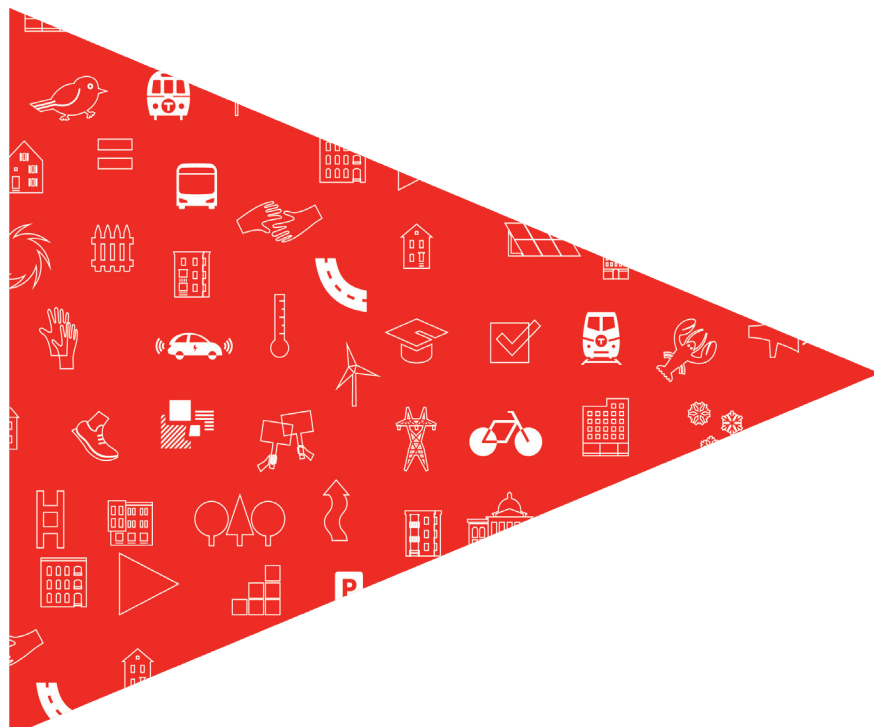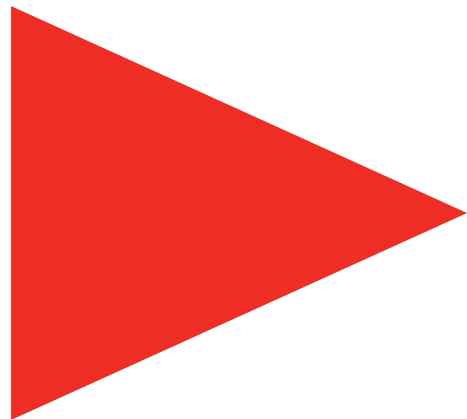
► MAPC encourages applications from...

Those who work with underserved populations: people of color, low-income communities, Native Americans, women, youth, seniors, LGBTQIA, immigrants, veterans, and those with disabilities. Justice-involved groups, religious-based groups, coalitions, non-profits, associations, and individuals with a proven record of successful community organizing and work are encouraged to apply. 501c3 or fiduciary agent required. Municipalities are not eligible applicants.

While groups and individuals anywhere in our region are welcome to apply, we are particularly seeking those who serve the following communities:

Boston | Cambridge | Chelsea | Peabody | Everett | Framingham | Lynn | Malden | Medford | Randolph | Revere | Salem | Somerville | Watertown | Quincy
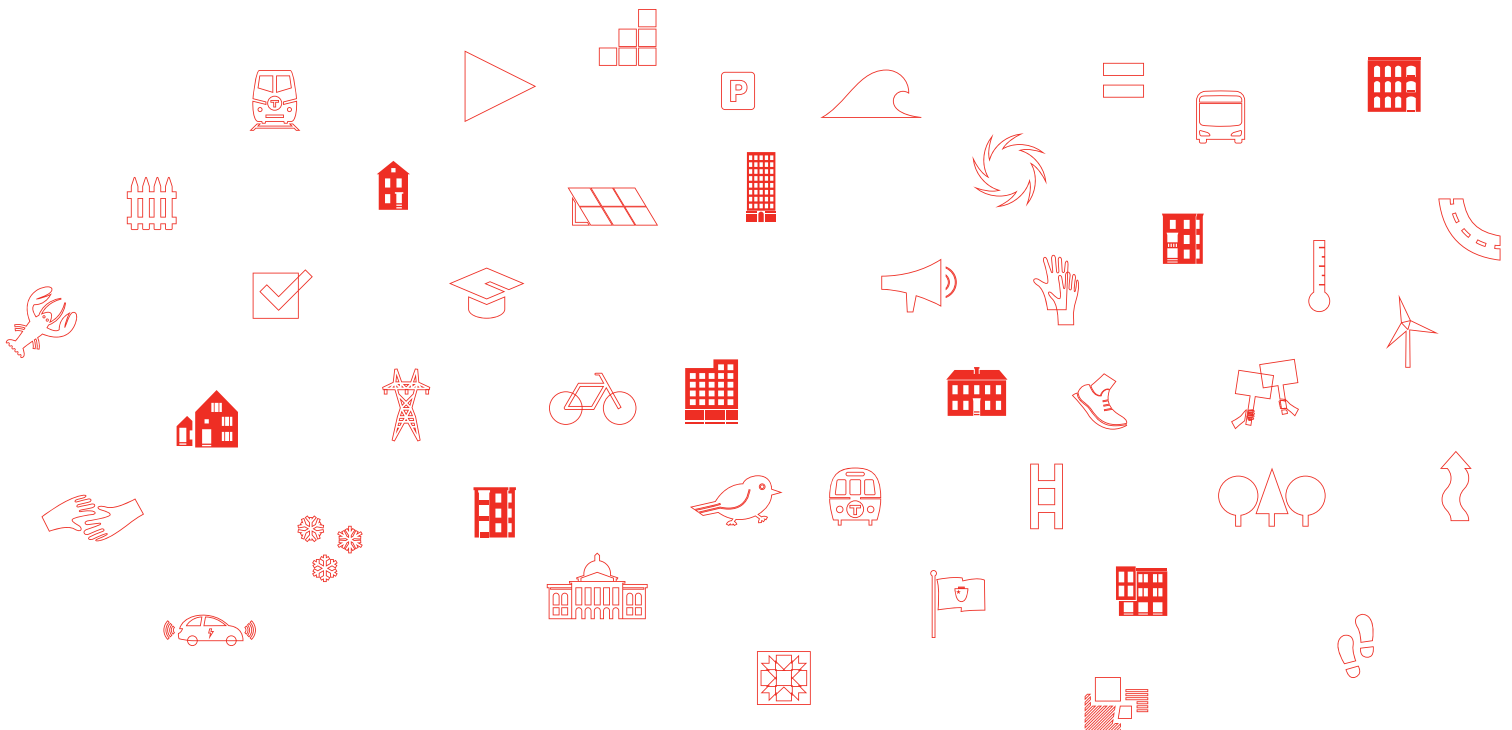
▶ Funding Availability

- Mini-grants will be allocated on a rolling basis through the end of the MetroCommon project. The first grants will be awarded on **July 1, 2019 with final grants expected to be allocated January 2021.**

- Grants will be awarded from $5,000 to $15,000. A total of $100,000 will be allocated.

- Applicants may be asked to come in for an interview.

- Applications will be reviewed by MAPC staff and our Community Engagement Advisory Committee.

▶ What should I propose?

We want you to connect with your community and elevate its voice in this regional planning process! We know that often plans are created without diverse perspectives and lived experiences. We need you to get creative and propose an engagement project that will help make sure MetroCommon 2050 is the product of many voices. There are so many ways to achieve these goals. Some of these methods may be paired with others to create a strong application. Below are some ideas for you to include! Feel free to use these or make your own.

Digital Outreach & Distribution	Add MetroCommon 2050 information to your newsletters, send information to your mailing lists, email communication and/or social media outreach.
In-person Outreach	Door knock, stand at the T station, distribute flyers, call residents
Community Contact List	Identify stakeholders & volunteers: Identify local community groups, youth organizations, boards, other social networks that would be affected/interested/impacted by plan. Share the list with the MetroCommon team
Share Survey	Online/Paper Survey: Work to distribute and collect feedback from your community
Event/Meeting Management	Developing event materials, create partners, host an event (including set up and take down), complete post event follow up emails, pictures etc.
In Language Focus Group	Developing materials with MetroCommon team, host in-language focus group for community members
Interviews	In depth interviews with key leaders in the community. Transcribe and send notes.
Community-based Participatory research	Develop a plan for community-based participatory research and how it can support the regional planning process.
Interpretation/Translation	Provide interpretation services for existing events, workshops, or focus groups.
Messaging (Pamphlets, Flyers, etc)	Create messaging for your community that reaches that audience based on what MetroCommon is trying to accomplish
Out-of-the-box engagement ideas!	What is your out of the box idea to get people to think about MetroCommon? **Block Party Art Projects** **Art Installation Art Reception**
Pop-up!	Host a MetroCommon Table at your existing event. We will provide materials.

► Type of Feedback we will collect

Grantees will work with MAPC staff to identify the best content to use for the community members they are engaging so that feedback aligns with the MetroCommon 2050 planning process. Below is a timeline of the general content we are hoping to collect during the development of the plan. The focus of the engagement will depend on when you plan to carry out the proposed activities, so please consider this in your application.

July – October 2019:

Feedback on drafted goals. Collect challenges in the region in order to live, work, and play. Describe opportunities the region has to improve the lives of its residents.

November- April 2020:

Help us figure out what future trends or events would prevent us from achieving our goals or would help us to achieve them.

May – October 2020:

Identify actions we should take to achieve our goals.

Nov 2020 – January 2021:

Can we all work together to implement changes for a more equitable and sustainable future? Help organize people to implement the plan.

► Requirements for Grantees

- Grantees will be asked to check in, in person or over the telephone, with MAPC staff at the beginning, middle, and end of the grant period.

- Grantees will be asked to submit photos, video, and other documentation of the engagement completed with the grant.

- All projects awarded a mini-grant will negotiate and sign an agreement that includes a scope of work and budget with MAPC.

► Where should I send my application?

Proposals should be sent to Carolina Prieto in one of the following ways: Online through our submission form or by email at cprieto@mapc.org, or on USB drive or paper to:

Attention: Carolina Prieto, Interim Community Engagement Manager
Metropolitan Area Planning Council
60 Temple Place, 6th Floor
Boston, MA 02111

► Publicity and Acknowledgement of support

Award recipients will be required to accord MAPC and the Barr Foundation the right and authority to publicize the project and the financial support from the grant in press releases, publications, conferences, and other public communications.

Application Questions

Please answer the following questions in your application. You can fill out the <u>digital form</u> or copy and paste answers to the following questions.

▶ Application Information

- Project name:
- Lead organization/ group:
- Project Manager (Name, Title):
  This is the person who will be the day-to-day contact for the project and will maintain regular communication with MAPC.
- Who is fiduciary partner (if applicable):
- Work Address:
- Best Phone Number to reach you:
- Email address:
- Project Partner(s), if applicable:
- Partner Point of Contact, Name and Title:
- Partner Phone Number:
- Partner Email address:
- Please list any additional partners

▶ Project Details

1. Tell us about your community and where you would like to host your proposed project
2. Describe your proposed project.
3. How will this project influence the region and support MetroCommon 2050?
4. Which community and underrepresented group are you able to reach through this process?
5. How many people do you intend to reach (we understand this is an estimate)?
6. How do you intend to involve other key stakeholders or the public in the process?
7. What is your timeline for the project?
8. How will you report the content that you captured from your project?
9. What does success look like and how will you measure that success?
10. Please include a budget breakdown for the activities you are proposing. Please be as specific as possible.