



Giving people money with a purpose

*Our mission is to fund thoughtful, committed citizens who can positively transform the City of Philadelphia neighborhood by neighborhood through the use of micro-grants.*

### Grant Guidelines:

1. Applications must be sent via email or post only, only applications on the M.A.P.P. application will be accepted Applications can be sent to [bmapp@phillymapp.com](mailto:bmapp@phillymapp.com) . Applications can also be sent or to M.A.P.P. Fund 905 Kimball Street Philadelphia, PA 19147.
2. Applicants may submit one application per calendar year.
3. Applications are accepted on a rolling basis. Grants will be awarded four times a year, contingent upon funding. Applications must be submitted at least one month prior to our quarterly review process in order to be considered for that funding cycle. All applicants will be informed of the grant committee's decision within six weeks of the quarterly determinations. M.A.P.P. funding cycles are March 15, June 15, August 15 and December 15.
4. All projects must be based within the City Philadelphia city limits.
5. M.A.P.P. funds **Capital Projects**. The application must speak to the specific project for which the grant will be used for. We will not fund equipment that has already been purchased. We do not fund general operational expenses, performances or exhibits, fundraisers, benefits, competitions or galas.
6. ***M.A.P.P. defines a Capital Project as a project through which a tangible asset is purchased, created, or developed for the purpose of maintaining or improving your community.***
7. M.A.P.P. prefers projects that are sustainable. We define Sustainability as *long-term economic viability through environmentally and socially responsible behaviors and practices.*
8. Applicants may only apply for capital expenses related to one specific project. Expenses that cover multiple projects **will not be considered**.
9. Grant requests **may not** exceed \$1000. Funding is contingent on M.A.P.P. funding.
10. All applicants **must include** a copy of valid U.S. taxpayer ID-either a Social Security Number (SSN) or Employer Identification Number (EIN). (Applicants **do not** have to be a 501c3 organization.)

11. Project funds must be spent within 60 days.
12. Receipts must be provided within 90 days of receiving the grant.
13. M.A.P.P. will ask for a Grant Report within 180 days of receiving the grant. M.A.P.P. will provide the Grant Report when the grant is allocated.
14. All applicants must sign a Memorandum of Agreement (MOA) before they are given their grant award.
15. Applications will be evaluated based on four focus questions:
  - Creativity:** How creative is the proposal?
  - Feasibility:** How feasible is the project in terms of time, budget, and available resources?
  - Community:** What affect will this project have on the local community?
  - Sustainability:** How will you monitor progress to identify what works and what needs improvement? How will the project be secured after the grant has been received?