

CITY OF PHILADELPHIA MACARTHUR SAFETY AND JUSTICE CHALLENGE

CRIMINAL JUSTICE MICROGRANT FUND GRANT GUIDELINES & LETTER OF INTENT

OVERVIEW

In 2016, the City of Philadelphia was named a recipient of the [MacArthur Safety and Justice Challenge](#) from the John D. and Catherine T. MacArthur Foundation to implement collaborative and data-driven reform efforts to reduce the city's adult jail population by 50%, and reduce the rate of racial, ethnic and economic disparities in the criminal justice system.

[Philadelphia's reform plan](#) includes seven main strategies aimed at safely reducing the local jail population: They include:

- Reduce the number of people incarcerated pretrial
- Create efficiencies in case processing that reduce length of stay
- Reduce the number of people held in jail on a probation detainer
- Reduce racial and ethnic disparities across the criminal justice system
- Reduce the number of people in jail with mental illness
- Increase cross-system data capacity
- Foster meaningful community engagement

The Criminal Justice Microgrant Fund is a collaboration between the City of Philadelphia and its criminal justice and community partners to provide microgrants to community-based organizations that are doing innovative work to further the goals of Philadelphia's participation in the Safety and Justice Challenge. One of the main strategies in Philadelphia's reform plan is to foster and support greater partnership with community.

The goals of Criminal Justice Microgrant Fund are to support the following:

- Philadelphia-based programs that advance criminal justice reform.¹ (Police Change)
- Collaborative reform efforts that serve as a bridge by directly engaging Philadelphia's communities disproportionately impacted by the criminal justice system. (Community Engagement)
- Best practices and/or innovative programming that supports individuals impacted by the criminal justice system (Programming)

¹ For the purpose of this application, Criminal Justice Reform is defined as: working to transform the social, structural, and systemic aspects of the criminal justice system in order to create a stronger, safer and more equitable Philadelphia.

APPLICATION PROCESS

The City of Philadelphia's Criminal Justice Microgrant Fund will award \$200,000 in grants to be distributed in 2020. Grants will be awarded in the following categories:

- **Sustainability** - Grants up to \$10,000 to support the continuation of existing criminal justice reform efforts.
- **Innovation** – Grants up to \$10,000 to support new projects and/or unique approaches to criminal justice reform. *(If you are making a notable change to an existing program, we encourage you to apply for an innovation grant.)*

Organizations may apply for *one category only*.

All applications will be reviewed by the **Criminal Justice Grantmaking Committee**, which includes members from the [Criminal Justice Community Advisory Committee](#) and partners from local government. The Grantmaking Committee's recommendations will then be presented to the full **MacArthur Implementation Team and the City of Philadelphia Managing Director's Office**, who will determine all final funding decisions. The Fund for Philadelphia² will serve as the fiscal agent for the Criminal Justice Microgrant Fund.

ELIGIBILITY

To be eligible for a Criminal Justice Microgrant, applicants must meet the following criteria:

- Applicants must have valid 501(c)(3) nonprofit status or partner with a nonprofit organization that can serve as a fiscal sponsor.
- Programming must be based in Philadelphia.
- Projects must advance criminal justice reform through **policy change, community engagement or programming**.
- Applications must be for a single year.
- If awarded, the organization must agree to complete an end-of-year report and give an end-of-year presentation to the Microgrant Committee members.

Criminal Justice Microgrant funds **will not** support:

- Individuals
- Projects or programs located outside the City of Philadelphia
- Units of government or governmental departments
- Multi-year requests
- One-time events (unless tied to an ongoing program or service)

² The Fund for Philadelphia, Inc. (d/b/a The Mayor's Fund for Philadelphia) is a 501(c)(3) organization that works in close partnership with the City of Philadelphia and private sector partners to advance initiatives that reflect Mayoral priorities and seek to improve the quality of life for all Philadelphians.

SELECTION PROCESS

The Microgrant Grantmaking Committee will use the criteria below to evaluate letters of intent and recommend the projects to be invited to submit a full proposal.

- Is the proposal compelling and/or does it serve individuals impacted by the criminal justice system?
- Does the project meet the priorities of criminal justice reform and the Safety and Justice Challenge?
- Does the project rely on or create any unique and meaningful partnerships between organizations and/or Community?
- Is the proposal realistic and well thought-out?
- Is the project financially feasible? Does the budget support the proposed activities as described?
- Does the evaluation plan describe useful measurements?
- If the requested funds do not cover all project expenses, is there a plan to raise the additional funds?

**City of Philadelphia
MacArthur Safety and Justice Challenge**

**Criminal Justice Microgrant Fund
LETTER OF INTENT**

GUIDELINES

[Letters of Intent](#) (LOIs) MUST be no more than 4 pages and emailed as a PDF document with attachments to MacarthurSJC@phila.gov. **Applications are due by 5 pm on October 21, 2020.**

Please be sure to include the following information:

1. Legal name of applicant organization (or fiscal sponsor)
2. Contact Name & Title
3. Contact Email Address & Phone Number
4. Project Name
5. Project Description
6. Type of Grant: Sustainability or Innovation (choose one)
7. Amount Requested
(Sustainability grants must be less than \$5,000 and Innovation grants must be less than \$10,000)
8. Philadelphia neighborhood(s) served
9. Briefly describe your organization's history and capacity to successfully implement the project
10. How will you measure success?
11. State annual organizational budget, major funding sources, and a brief explanation of how grant funds will be used.
12. Optional: Collateral or supporting information (i.e. press coverage, letters of support, testimonials, videos, etc.) that you feel helps to explain your proposed project and/or organizational mission or capacity.
13. Population served (List as many as applicable):
 - ☐ At-risk youth (up to 18 years old)
 - ☐ Communities effected by crime
 - ☐ Victims of Crime (& their Families)
 - ☐ Adult men only (age 18 & up)
 - ☐ Adult Women only (age 18 & up)

- ☐ Both adult men and women
- ☐ LGBTQAI Individuals (youth or adult)
- ☐ Justice-involved individuals with mental illness, substance use disorder, or co-occurring disorders
- ☐ Justice-involved individuals experiencing homelessness
- ☐ Directly Impacted Individuals (& their Families)
- ☐ Other (please specify)

14. Primary program area addressed (Choose one):

- ☐ **Policy Change-** Developing new and creative approaches to criminal justice reform that have a positive impact on safely reducing the size of the local jail population and/or reducing racial, ethnic, and economic disparities in the criminal justice system.
- ☐ **Community Engagement** – Improving how people interact with government and/or their communities in innovative ways; Creating opportunities for citizens to engage in developing practical solutions to affect change in their neighborhoods and the local criminal justice system.
- ☐ **Programming-** Providing services to individuals who have been directly impacted by the criminal justice system from various perspectives; Empowering those who are directly impacted to become agents of change in communities that have been affected by crime and violence.

APPLICATION TIMELINE

October 21, 2020	Letters of Intent due
November 9, 2020	If necessary, applicant organizations will be contacted to provide additional information needed to support the request and clarify any questions about the LOI.
November 23, 2020	Applicants will be notified regarding whether or not they are invited to submit a full grant proposal.
December 21, 2020	Full grant proposals are due.
January 22, 2020	Organizations notified of funding decisions.

QUESTIONS

For questions regarding the Criminal Justice Microgrant Fund, please contact MacarthurSJC@phila.gov.