



February 1, 2017

Louis A. DePasquale, City Manager
Cambridge City Hall
795 Massachusetts Ave
Cambridge, MA 02139

RE: Cambridge Redevelopment Authority's 2017 Forward Fund

I would like to inform you about the Cambridge Redevelopment Authority's (CRA) 2017 Forward Fund program. The Forward Fund, which is in its third year of funding projects was initiated by the CRA Board in 2014 as a program that is intended to reinvest development funds generated in the Kendall Square Urban Renewal Area to fund and support physical improvement projects that better Cambridge's built environment for the benefit of the city's residents and small businesses.

In the fund's pilot year the CRA distributed \$60,000 in funding to awardees. This year the CRA anticipates funding up to \$125,000 in awards. Grants awards will range from \$5,000 to \$25,000. Eligibility is open to all Cambridge-based nonprofit 501(c)(3) organizations, Cambridge-based community organizations or individuals with a non-profit fiscal sponsor, or Cambridge-based independent small businesses. Applicants from neighborhood groups, human services organizations, inventors, artist, educators, entrepreneurs, and civic organizations are all welcome to apply. Additional information regarding this year's Forward Fund as well as previously funded projects can be found at: www.CambridgeRedevelopment.org/forward-fund-2017

The theme for the 2017 program will be **Connections**. It is the CRA's expectation that the grant applicants approach the theme by promoting "inclusive, collaborative, and a resourceful process" that creates, maintains, or enhances **Connections** within Cambridge. The Forward Fund program seeks to fund two types of projects:

- **Civic Experimentation:** Awards will be offered to applicants piloting innovative physical improvement projects that encourage, enable, or execute a physical innovation, avant-garde placemaking, or tactical urbanism in public and civic space, whether public or privately owned.
- **Community Infrastructure:** Awards will be offered to applicants seeking to fund a physical improvement project that serves a civic facility that provides public services and facilitates community connections or meets neighborhood needs regardless of innovativeness.

Grant applications are due on March 21, 2017. Recommendations to the CRA for the Forward Fund grant awards are made by a Selection Committee comprised of City staff from a wide range of departments including Arts Council, Cambridge Housing Authority, Community Development Department, Department of Public Works, Human Services and the Inspectional Services Department. The CRA will make decisions regarding awards in April of this year. Please feel free to contact myself or Carlos Peralta, the Forward Fund Project Manager (cperalta@cambridgeredevelopment.org), if you, or your staff, have any questions regarding this program.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Thomas L. Evans'.

Thomas L. Evans
Executive Director

Attachment: 2017 Forward Fund Informational Postcard

CRA FORWARD FUND



PURPOSE AND GOALS

- Advance the CRA's mission to implement creative initiatives that promote social equity and a balanced economic system.
- Support innovative proposals that craft resourceful projects that take advantage of local knowledge in order to maximize potential benefits.

AVAILABLE FUNDING

The CRA will distribute up to \$125,000 in 2017.
Funding Level (\$5,000 - \$25,000)

2017 FORWARD FUND GRANT THEME

The theme of the program is to support projects that create, maintain, or enhance **Connections** within Cambridge.

Grant applicants should approach this theme by promoting **inclusive, collaborative, and a resourceful process**:

- **Inclusive:** Projects should meaningfully engage key stakeholders and provide a venue for engagement. Applicants should be thoughtful identifying those needed to create the intended change and include those directly affected by the problem.
- **Collaborative:** Applicants are encouraged to undertake a joint effort with partners willing to share ownership and decision-making in the project and the program its project may facilitate.
- **Resourceful:** Projects should use existing resources and assets creatively to make the most of what the community already has and build upon them.

www.cambridgeredevelopment.org/forwardfund-2017/

TWO TYPES OF GRANTS

• CIVIC EXPERIMENTATION CAPITAL GRANTS

Awards will be offered to applicants piloting innovative physical improvement projects that encourage, enable, or execute a physical innovation, avant-garde placemaking, or tactical urbanism in a public and civic space, whether publically or privately owned.

• COMMUNITY INFRASTRUCTURE CAPITAL GRANTS

Awards will be offered to applicants seeking to fund a physical improvement project that serves a civic facility that provides public services and facilitates community connections or meets neighborhood needs. This may include a building or an infrastructure project for a non-profit or a Cambridge-based independent small business with a neighborhood function that touches a significant amount of the population.

WHO SHOULD APPLY

Eligibility is open to Cambridge-based nonprofit 501(c)(3) organizations, Cambridge-based community organizations that have an agreement with a fiscal sponsor, or Cambridge-based independent small businesses. Applicants from neighborhood groups, human services organizations, independent businesses, inventors, artists, educators, entrepreneurs, civic organizations, previous awardees, and more are all welcomed to apply.

APPLICATION AND AWARDEE PROCEDURE

All submissions will be digital using the online application process. Applications can be worked on and saved and then returned to later, if necessary, before submitting the final version. The process from submittal of the online application until funds are awarded are:

- Submit online application form and attachments
- Forward Fund Selection Committee assesses proposals
- Finalists meet with CRA Staff
- Applicants and awardees are notified
- CRA Board approves recommended slate of awards
- Awardees seek to obtain permits necessary for project implementation and submit finalized budget proposals
- Provisional 50% awards are granted to awardees who have successfully obtained the necessary permits and documentation of matching funds and/or services
- Final 50% of the funds are granted after completion of the project
- Outcome reporting by awardees within two months of completion date to Program Manager

QUESTIONS

Apply by **March 21, 2017**

<http://www.cambridgeredevelopment.org/forwardfund-2017/>



Contact:

Carlos Peralta, Program Manager
Email: ForwardFund@CambridgeRedevelopment.org
Telephone: 617-492-6800 x14