

Community Investment Grants FY 2024-2025



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Director of Community Relations

OVERVIEW



- Community Investment Grant Program in place since FY 2014
- Received 545 applications for a total ask of over \$25.5 million
- Grants awarded to date are 298 grants for a total funding of \$9,321,350

OVERVIEW CONTINUED

- In FY '23/24 – 65 applications, \$3.35 million requested; 36 recommended for \$1,500,000
- This year's process – applications are due May 6th by 4 pm; Review by selection team in mid/late May; notifications in July
- Process and Selection Team
 - Port, Local Chambers, Council Office
 - Review with City Attorney and then make presentation/recommendation to Board of Harbor Commissioners

FUNDING AVAILABLE



- \$1,500,000 in funding will be awarded
- Projects/Programs/Events must take place between July 1, 2024 and June 30, 2025
- Two categories of grants; General Grants are those under \$100,000 and Large Grants are those over \$100,000

PROCESS

- Application
- Minimum Required Documents
 - Completed and Signed Application
 - Copy of IRS 501c3 Letter
 - Budget
- Committee Review and Recommendation
- City Attorney Review

PROGRAM GOALS



- Promote the LA Waterfront in San Pedro and Wilmington, as active visitor destinations for the benefit of the State of California
- Promote the Port of Los Angeles and the maritime commerce and Port-related jobs it generates
- Address impacts of the Port of Los Angeles and maritime operations on surrounding communities, including health, aesthetic and environmental impacts
- Promote and implement sustainable practices for preservation and conservation of natural resources **in the Port environment** including renewable energy, water, air, wildlife, biological resources at the Port
- Provide education, training and/or workforce development in the areas of:
 - Shipping, fisheries, international trade and maritime industry
 - Marine-related sciences and technology
 - Port and maritime history
 - Port and marine-related safety and emergency management

Tidelands Nexus



All Community Grants are made from the Harbor Department's Harbor Revenue Fund. As such, grant proposals must be Tidelands Public Trust -compliant and clearly show a nexus and benefit between the proposed project/program/event and the Harbor Department/Tidelands Public Trust in the "NEXUS STATEMENT" section of the grant application. If an application has elements that are not consistent with the Tidelands Trust, those elements will not be eligible for funding. These activities are compliant with the Tidelands Public Trust Doctrine:

- Navigation of the Waters
- Maritime Commerce
- Fishing
- Marine Environment Ecological Preservation
- Marine-related Scientific Study
- Water-related recreation
- Visitor-serving waterfront activities

Just being a good program/project/event is not enough – there must be a clear Tidelands nexus

The Selection Committee Reserves the Right



- To award up to the requested amount
- Disqualify applications that do not provide 501c3 documentation
- Electronic submissions only
- Disqualify late submissions
- Disqualify any new application of a past grantee who did not meet the agreement stipulations or did not submit a wrap-up report

Basic Requirements



- Requesting organization must be a 501c3 and provide proof – also must provide a W9
- Insurance
- Requesting organization must have a City of Los Angeles Business Tax Registration Certificate (BTRC) number or exemption
- Program/Project/Event must show a CLEAR nexus to Tidelands Trust and stated Port goals
- Grants are for a single year only; large grants are for one year with an additional year option

Basic Requirements Continued



Community Investment Grant fund requestors/recipients **may not** be:

- Individuals
- Political Campaigns
- Groups that discriminate
- Religious Organizations
- Groups with which the Port of Los Angeles is currently in litigation or which have sued the Port or City of Los Angeles
- Unions representing City of Los Angeles employees

Basic Requirements Continued



Proposals must state how the event, program or project will be accomplished in a safe and responsible manner with regard to any and all public health concerns – COVID or otherwise – and specify the measures that will be taken to be compliant with all applicable federal, state and local health regulations. In addition, for proposed public events, explain what Applicant will do if the event is prohibited by an applicable governmental order, e.g. cancel or hold virtually, and how it may change the project budget.

Timeline

- COMPLETED Applications are due **4pm MONDAY, MAY 6, 2024**
- Notifications made July
- Anticipated presentation to the Board of Harbor Commissioners July
- We will send an agreement for signatures that include insurance requirements
- Invoices may be sent after agreement is completely signed off & dates are mutually agreed upon
- We REQUIRE a year-end wrap-up report, electronic logo and one photo



Application *(available in Word on the Port's website)*

**Port of Los Angeles Community Investment Grant Program
APPLICATION - Fiscal Year 2024-25**

Please complete an electronic copy this Grant Application with all supporting documentation (including detailed budget) in a **single pdf file**, by 4:00 p.m. Pacific Time, Monday, May 6, 2024 to: Sponsorships@portla.org
Subject Line: FY 24-25 Community Investment Grants

Applicant Information	
Organization Name	
Tax Exempt Non-Profit Entity §501(c)(3) Status	ATTACH Internal Revenue Service letter confirming 501(c)(3) tax exempt status
City of L.A. Business Tax Registration Certificate (BTRC) Number	
Event/Program/Project Name	
Date(s)	
Location(s)	
Brief Description (more detailed information to be included on next page)	
Estimated Attendance	
Free or Ticketed Event? Anticipated ticket price?	
Budget	ATTACH BUDGET
Contact Name	
Contact Address	
Contact Phone	
Contact E-Mail	
Amount of Funding Applicant currently receives from the Harbor Department (for any and all programs/projects)	

Funding Request for Fiscal Year 2024 – 2025 (July 1, 2024 – June 30, 2025)

List the exact amount of funding being requested: \$ _____

Note: funding will be awarded on an annual basis based on the budget allocated by the Los Angeles Board of Harbor Commissioners. Fund award in prior years does not represent what will be awarded in Fiscal Year 2024-25. The right is reserved to fund **up to** the amount requested.

Application Continued



Event/Program/Project Information
Event/Program/Project History:
Describe the Event/Program/Project Purpose & Goals:
NEXUS STATEMENT – REQUIRED FOR ELIGIBILITY – In which ways does the event/program/project meet the Tidelands Trust Nexus requirement?
Describe how the Event/Program/Project supports the Community Investment Grant Program goals:
Explain how your Event/Program/Project could be affected by Covid or other health considerations and how you will accommodate any health protocols that may be in place at the time of your Event/Program/Project:
How do you plan to recognize the Port of Los Angeles for its grant?
Evaluating Success – What are the metrics and methodology that you will use to evaluate the success of the event? (e.g. number of attendees at the event, number of students attending classes)

Application Continued



Applicant Signature	
I certify that the information contained in this Port of Los Angeles Application for Community Investment Grant Program is true and correct to the best of my knowledge.	
Printed Name:	
Signature:	
Date:	

**Electronic copy of the full application due by 4:00 p.m., Monday,
May 6, 2024 to:**

Sponsorships@portla.org

Subject Line: FY 24-25 Community Investment Grants

Application Continued



ATTACHMENT I – SAMPLE AGREEMENT

LOS ANGELES HARBOR DEPARTMENT

GRANT AGREEMENT NO. _____

1. Parties. This Grant Agreement (“Agreement”) is between the City of Los Angeles, acting by and through the Executive Director of the Harbor Department (“City”), and **NAME OF GRANTEE**, a [non-profit/public benefit] corporation, [address] (“Grantee”). This Agreement sets forth the

2. Grant Scope of Work. Grantee has submitted a Port of Los Angeles Community Investment Grant (“Grant”) Application, which has been approved for funding by City. Grantee hereby agrees to diligently conduct, perform and carry out the programs and services as set forth in Exhibit A. Grantee shall also prominently display a plaque, banner, signage or publication announcement declaring that Grant support was provided by the Port of Los Angeles and include the Department’s Port logo (in accordance with Harbor Department use guidelines). Grantee shall provide to City any Grant event member/attendee information as practicable. The Grant program and services in Exhibit A and the additional activities set forth in this paragraph 2 shall comprise the “Grant Scope of Work.”

All events will be subject to a post-execution audit and a site visit.

3. Term. This Agreement shall be effective from the date it is executed on behalf of both parties and shall continue in effect for a period of one year from its effective date. This Grant is made with the understanding that City has no obligation to provide additional grants or support to Grantee.

QUESTIONS



- Questions?
- Email

cmoreno@portla.org or sponsorships@portla.org

- Applications due 4 pm, May 6, 2024
- Good luck!