



BALTIMORE CITY
DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT



COMMUNITY CATALYST GRANTS PROGRAM

OPERATING FUNDING

**NOTICE OF FUNDING AVAILABILITY
& APPLICATION INFORMATION**

Tim Keane
Acting Housing Commissioner

CCG ROUND 6 OPERATING NOFA TABLE OF CONTENTS:

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COMMUNITY CATALYST APPLICATION QUICK-START GUIDE

WHAT IS THIS PROGRAM?

An operating grant opportunity to support organizations that are critical to locally-driven community revitalization projects.

WHO CAN APPLY?

Nonprofits, CDCs, neighborhood groups, merchant associations, and others with 501(c)(3) or 501(c)(6) status or fiscal sponsorships and partnerships.

HOW MUCH CAN WE REQUEST?

- Emerging Organizations: \$120,000
- Established Organizations: \$60,000

WHAT KINDS OF PROJECTS ARE ELIGIBLE?

Staffing, Consultants, Professional Services, Community Organizing, Strategic Planning, Equipment, etc.

SPENDING DEADLINE: June 30, 2027

DEADLINE TO APPLY: April 24, 2026, at 5:00 PM ET

APPLY ONLINE: <https://portal.neighborlysoftware.com/baltimoremd/Participant>

QUESTIONS? Email: dhcd.ccg@baltimorecity.gov

IMPORTANT DATES

Grant Application Available	March 23, 2026, at 8:00 AM ET
Information Sessions (offered virtually- link can be found on website)	March 30, 2026, at 1:00 PM ET March 31, 2026, at 5:30 PM ET
Deadline for Submission of Written Questions to DHCD	April 6, 2026, at 5:00 PM ET
<i>Note: No questions will be accepted or answered after the deadline</i>	
Responses to Written Questions Posted on DHCD'S Website	April 10, 2026
SUBMISSION DEADLINE	April 24, 2026, at 5:00 PM ET
Anticipated Notification of Awards	June/July 2026

PLEASE READ THESE GUIDELINES **IN FULL** BEFORE COMPLETING YOUR APPLICATION.

COMMUNITY CATALYST GRANTS PROGRAM OVERVIEW

In 2018, DHCD established the Community Catalyst Grants program (CCG) to provide support to assist organizations in historically disinvested communities. These communities are predominantly low-income, minority, have suffered disproportionately from low housing values, high rates of vacancy and abandonment, poverty, crime, and public health problems, and may have received less public and private investment than other communities.

Community Catalyst Grants are intended to:

- **Value neighborhoods.** Support community-based efforts that support residents as they take the lead in their communities' redevelopment plans and projects.
- **Promote equity and community development in long-disinvested neighborhoods.** Funding emerging and established organizations in historically disinvested neighborhoods provides critical financial support to community-based initiatives that need it most.
- **Be flexible.** Applicants will identify their priorities for funds, whether it is increasing staff, retaining consultants, updating equipment, creating cooperative enterprises, or helping to finance a project that achieves a community identified need.

Through this Notice of Funding Availability (the "NOFA"), **the Baltimore City Department of Housing and Community Development ("DHCD") is making up to One Million Twenty Thousand Dollars (\$1,020,000.00)** in Operating funding available for projects that are critical to locally-driven community revitalization projects and support DHCD's "Framework for Community Development" which can be found at: <https://www.baltimorecity.gov/dhcd/strategic-focus/community-development-framework>

To be considered for an award of funds, applicants will be required to meet the Threshold Requirements as further specified in this NOFA. Scoring will be based on Project Readiness, Project Impact, Community Engagement, and Achieving Equity. Applicants may choose to qualify for Bonus Points.

Further information and guidance regarding eligible applicants, application requirements and scoring are included in these guidelines. Prospective applicants are encouraged to read this document thoroughly, attend an information session, and to submit questions.

ELIGIBILITY REQUIREMENTS

ELIGIBLE APPLICANTS

Eligible applicants include community development corporations, umbrella organizations, neighborhood revitalization organizations, faith-based organizations, merchant associations and other organizations that have a valid 501(c)(3) or 501(c)(6) status or that have received a temporary determination from the IRS. Organizations that do not have a 501(c)(3) or 501(c)(6) status can apply through an eligible Partner Applicant or a Fiscal Agent.

Eligible applicants must provide proof of their business entity's status of good standing with the Maryland State Department of Assessments and Taxation (SDAT). DHCD reserves the right to require organizations with annual operating budgets of \$100,000 or less, or who have been operating for 12 or fewer months to identify a Fiscal Agent or to partner with an eligible applicant.

For-profit developers may apply for a grant provided they are partnered with an eligible Primary Applicant and the eligible applicant plays a significant role in the project including equity participation and/or other comparable financial benefits.

No applicant or member of their team may have (within the last five (5) years) any of the following:

- Received a limited denial of participation of from the U.S. Department of Housing and Community Development.
- Unpaid fees, loan arrearages or other obligations due to DHCD on other projects.
- Been listed on the state or federal list of suspended or debarred contractors.
- Declared bankruptcy.
- Defaulted on other government or private sector loans.
- Received a Baltimore City Housing or Property Maintenance Code Violation (Part VII of the Building, Fire, & Related Codes of Baltimore City 2015 Edition) - This restriction shall not apply to existing Vacant Building Notices transferred as a result of a sale or transfer of property.
- Failure to have registered current rental properties in accordance with Baltimore City Code, Article 13, Subtitle 4-2.
- Found to have acted in violation of the Fair Housing Act, the Civil Rights Act, or any other law prohibiting discrimination, or failed to comply with the terms of any agreement or court order related to any settlement, conciliation, or legal action.

To be eligible for Round 6 funding, applicants must be IN COMPLIANCE with all active or open Community Catalyst Grant (Operating or Capital) agreements.

IN COMPLIANCE means required reports are submitted, reimbursement requests are current, and there are no outstanding monitoring findings or unresolved grant conditions. Organizations not in compliance at the time of review may be deemed ineligible.

EMERGING AND ESTABLISHED ORGANIZATION CRITERIA

Community Catalyst grants are intended to target EMERGING organizations. Emerging organizations can include nonprofit groups that have a long-term presence in neighborhoods, groups that are active but may not have a 501(c)(3) status, groups that are interested in starting a new initiative, or groups collaborating to achieve larger goals. In some instances, Emerging organizations are raising funding, but, due to the challenging nature of their projects, find themselves with funding gaps.

For this funding round, DHCD is making up to One Million Twenty Thousand Dollars (\$1,020,000.00) available in Operating support through eleven (11) awards. Six (6) awards of One Hundred Twenty Thousand Dollars (\$120,000.00) each will be

reserved for Emerging organizations, and five (5) awards of Sixty Thousand Dollars (\$60,000.00) each will be available to Established organizations.

Applicants will self-identify whether they qualify as an “Emerging” or “Established” organization and must submit documentation justifying their classification. **DHCD reserves the right to modify an applicant’s self-identified classification during Threshold Review.**

For the purposes of Community Catalyst Grants, “Emerging” or “Established” organizations are defined by following criteria, further outlined in [ATTACHMENT A - EMERGING VS ESTABLISHED DECISION MATRIX](#):

- **EMERGING ORGANIZATIONS:** Organizations with a total annual revenue under \$2,000,000 (as documented in official financials, including all grants, contributions, donations, and other earned revenue) and meet at least one of the following additional criteria:
 - Are headquartered in, or primarily deliver services in, Baltimore City communities identified by DHCD as experiencing high levels of economic distress or historic underinvestment
 - Have been in operation providing direct services to Baltimore City residents for five (5) years or fewer are considered “Emerging” for the purposes of the Community Catalyst Grants.
- **ESTABLISHED ORGANIZATIONS:** All Organizations with a **TOTAL REVENUE** of over \$2,000,000 (as documented in official financials, including all grants, contributions, donations, and other earned revenue), regardless of service area or organizational history, are considered “Established.”

Organizations with a TOTAL REVENUE of under \$2,000,000 (as documented in official financials, including all grants, contributions, donations, and other earned revenue) that:

 - Are not headquartered in, or primarily delivering services in, Baltimore City communities identified by DHCD as experiencing high levels of economic distress or historic underinvestment, and
 - Have been providing direct services to Baltimore City residents for more than five (5) years,are also considered “Established.”

OPERATING COMMUNITY CATALYST GRANTS DESCRIPTION

DHCD is making up to One Million Twenty Thousand Dollars (\$1,020,000.00) available in Operating support through Six (6) awards of One Hundred Twenty Thousand Dollars (\$120,000.00) each for Emerging organizations, and five (5) awards of Sixty Thousand Dollars (\$60,000.00) each for Established organizations.

CCG Operating Grants are intended to:

- Support efforts to stabilize and improve housing market conditions, through a combination of organizational growth, technical and financial assistance, partnerships, and collaboration.
- Create and/or formalize organizations.
- Expand programs to increase capacity resulting in visible and quantifiable impacts through increased staff, technical, and financial assistance.
- Community ownership of a project.
- Strengthening the community’s understanding of and ability to participate in development initiatives.
- Undertake a deferred project.
- Increase economic opportunities and prosperity for all stakeholders.
- Foster partnerships and collaboration.

OPERATING GRANT AWARD AMOUNTS AND TERMS

Due to limited funding, Operating support awards are available in fixed amounts based on organizational designation. Emerging applicants are eligible for awards of One Hundred Twenty Thousand Dollars (\$120,000.00), and Established applicants are eligible for awards of Sixty Thousand Dollars (\$60,000.00). Applicants must request the full fixed amount for their designation; requests for a lesser amount will not be accepted. All applicants who are awarded funds will be required to execute a Grant Agreement with the Department of Housing & Community Development that will be subject to approval by the City's [Board of Estimates](#) and to provide quarterly reports and other documentation regarding their project. Depending upon the amount of the grant award, applicants may also be required to meet the following City requirements:

- [Mayor's Office of Small and Minority Business Advocacy](#)
- [Mayor's Office of Employment Development](#)
 - Local Hiring
 - Employ Baltimore

Applicants may request funds for projects that previously received an award of CCG Funds. Financing can include other City sources; however, **City funds cannot comprise more than thirty percent (30%) of a project's total costs.** In the event City Sources include federal funds (e.g. HOME or CDBG), CCG funds may be subject to federal requirements.

Upon notification of the award, all required documents must be submitted within 90 days or award may be eligible for termination. **All CCG Operating Grant funds must be spent within 12 months of executing a Funding Agreement with the Board of Estimates establishing official terms.**

ELIGIBLE USES OF CCG OPERATING FUNDS

Operating Grants can be used to fund a variety of uses:

- Community Organizing.
- Consultants to assist with such activities as operations, accounting, fundraising, program development, and information technology.
- Professional Services.
- Staff to help start a new program or expand an existing program.
- Strategic planning.
- Equipment.

INELIGIBLE USES OF CCG OPERATING FUNDS

- Currently funded or duplication of existing programs including but not limited to: Baltimore Children and Youth Fund, Creative Baltimore Fund, Community Arts Grants, Lots Alive, Neighborhood Event Grants, Baltimore Main Streets programs, Community Land Trusts or other programs and/or projects eligible for funding through the [Affordable Housing Trust Fund](#), South Baltimore Gateway Partnership Community Grants, SB7 Community Enhancement Grants, or other sources as determined by DHCD.

- Charter schools.
- Endowments.
- Fundraising campaigns.
- Programs associated with a specific religious or other affiliation or that support political actions, causes, advocacy, or parties.

FISCAL AGENT FEES

Grantees may compensate Fiscal Agents at rates they determine appropriate for their project. However, **only a portion of the CCG grant funds may be used to pay those fees**, as outlined below:

- Fiscal Agent fees paid by CCG grant funds may not exceed 10% of the total CCG Award Request and should be included as a budget line item on the Operating Budget Template.
- Fiscal Agent roles may include fiduciary oversight, financial reporting, fund disbursement, compliance tracking, administrative support and coordination with DHCD; duplication of Fiscal Agent services with other paid roles may not be paid from CCG grant funds.
- Fiscal Agents have the option to either not accept a fee from their partnered grantee or donate their fee back to their partnered grantee if desired.
- DHCD may require that a portion of the Fiscal Agent fee be deferred as part of the funding agreement. DHCD also reserves the right to modify fees during the award process.

COLLABORATIVE OR JOINT APPLICATIONS

One or more entities may partner and submit a joint application for a project and/or up to three (3) unrelated projects. In the event funds are awarded, DHCD will require a Memorandum of Understanding or Partnership Agreement between all participants prior to executing a Funding Agreement. Refer to the **REQUIRED DOCUMENTS CHECKLIST** in this NOFA for further details.

REQUESTS FOR MULTIPLE PROJECTS

Due to limited available funding, **applicants may submit only one (1) application** in Round 6. Multiple applications from the same organization will not be accepted.

This limitation applies to affiliated entities, subsidiaries, and organizations under common control or leadership. An organization may not submit one application directly and participate as a Primary Applicant on another application.

Collaborative proposals are permitted; however, one eligible organization must be designated as the Primary Applicant and will be responsible for contract execution, compliance, and reporting requirements. An organization may participate as a partner on multiple applications but may serve as the Primary Applicant on only one (1) submission.

APPLICATION PROCESS

SUBMISSION INFORMATION

- Applications must be submitted through DHCD's online applicant portal.
- If you experience technical difficulties with the portal, please email dhcd.ccg@baltimorecity.gov for assistance.
- A completed application, including all requested documents, must be submitted no later than April 24, 2026, at 5:00 PM Eastern Standard Time to be considered.

To access to the applicant portal, register your account, sign in, and submit your application, click here:

<https://portal.neighborlysoftware.com/baltimoremd/Participant>

LATE SUBMISSIONS WILL NOT BE ACCEPTED.

THRESHOLD REVIEW PROCESS AND APPLICATION CURING

After the application deadline, all submissions will undergo a Threshold Review to determine basic eligibility before moving on to the scoring phase. Threshold Review is an administrative check to confirm that the application is complete and that all required documentation has been submitted.

To be eligible for scoring, applicants must submit all items listed on the **REQUIRED DOCUMENTS CHECKLIST**. As part of the Threshold Review, each application will be screened for completeness and accuracy.

- If three (3) or fewer required documents are missing, incorrect, or incomplete, applicants will be given a limited opportunity to cure the deficiencies within a specified timeframe. Notices to cure will be issued via e-mail to the primary contact on the application.
- If four (4) or more required documents are missing, incorrect, or incomplete, the application will be considered ineligible and will not move forward for scoring or award consideration. **No opportunity to cure will be provided.**

REQUIRED DOCUMENTS CHECKLIST

FAILURE TO INCLUDE THIS INFORMATION VIA THE NEIGHBORLY APPLICATION PORTAL MAY RESULT IN YOUR APPLICATION BEING INCOMPLETE AND DISQUALIFIED FOR CONSIDERATION.

PRIMARY APPLICANT	PARTNER APPLICANT	FISCAL AGENT
<ul style="list-style-type: none"> ☑ <u>Application Narratives</u> <ul style="list-style-type: none"> ☐ Project Readiness Narrative. <ul style="list-style-type: none"> ● Project Leader Resumes. ● CCG Project Budget Template. ● Scope and Schedule Template. ☐ Project Impact Narrative. ☐ Community Engagement Narrative. ☐ Community Engagement Plan. ☐ Achieving Equity Narrative. ☐ Consideration of Bonus Points (<i>optional</i>). 	<ul style="list-style-type: none"> ☑ <u>Application Narratives</u> – N/A. PROVIDED BY PRIMARY APPLICANT. 	<ul style="list-style-type: none"> ☑ <u>Application Narratives</u> – N/A. PROVIDED BY PRIMARY APPLICANT.

<p>☐ Financial Information – Please provide documents no older than 2024.</p> <p>☐ Copy of the <u>most recently filed</u> 990, 990EZ, or 990-N Tax Return. <i>If using a Fiscal Agent or Partnership to fulfil this requirement, please submit their documentation in lieu of the Primary Organization.</i></p> <p>☐ Financial Statements:</p> <ul style="list-style-type: none"> ● <u>Applicants with Annual budget of \$500,000 or more</u> should provide the Organization's most recent <u>Audited</u> Financial Statements: <ul style="list-style-type: none"> ● Audited Balance Sheet ● Audited Income Statement ● <u>Applicants with Annual Budget of more than \$200,000, but less than \$500,000</u> should provide the Organization's most recent Financial Statements as prepared by a <u>certified accounting firm</u>: <ul style="list-style-type: none"> ● Certified Balance Sheet ● Certified Income Statement ● <u>Applicants with Annual Budgets that are less than \$200,000</u> should provide the Organization's most recent Financial Statements: <ul style="list-style-type: none"> ● Balance Sheet ● Income Statement ● Overall annual budget. ○ <i>In the event funds are awarded, the applicant may be required to provide Reviewed or Certified financial statements</i> 	<p>☐ Financial Information – Please provide documents no older than 2024.</p> <p>☐ Copy of the <u>most recently filed</u> 990, 990EZ, or 990-N Tax Return.</p> <p>☐ Financial Statements:</p> <ul style="list-style-type: none"> ● <u>Partner Applicants with Annual budget of \$500,000 or more</u> should provide the Organization's most recent <u>Audited</u> Financial Statements: <ul style="list-style-type: none"> ● Audited Balance Sheet ● Audited Income Statement ● <u>Partner Applicants with Annual Budget of more than \$200,000, but less than \$500,000</u> should provide the Organization's most recent Financial Statements as prepared by a <u>certified accounting firm</u>: <ul style="list-style-type: none"> ● Certified Balance Sheet ● Certified Income Statement ● <u>Partner Applicants with Annual Budgets that are less than \$200,000</u> should provide the Organization's most recent Financial Statements: <ul style="list-style-type: none"> ● Balance Sheet ● Income Statement ● Overall annual budget. ○ <i>In the event funds are awarded, the applicant may be required to provide Reviewed or Certified financial statements</i> 	<p>☐ Financial Information – Please provide documents no older than 2024.</p> <p>☐ Copy of the <u>most recently filed</u> 990 Tax Return.</p> <p>☐ Financial Statements:</p> <ul style="list-style-type: none"> ● <u>Fiscal Agents</u> should provide the Organization's <u>most recent THREE (3) YEARS</u> of Financial Statements as prepared by a <u>certified accounting firm</u> <ul style="list-style-type: none"> ● Certified Balance Sheet ● Certified Income Statement
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<input type="checkbox"/> Organizational Information	<input type="checkbox"/> Organizational Information	<input type="checkbox"/> Organizational Information
<ul style="list-style-type: none"> <input type="checkbox"/> ATTACHMENT D – CERTIFICATION AND AUTHORIZATION TO SUBMIT <input type="checkbox"/> ATTACHMENT E – CORPORATE RESOLUTION/ BOARD APPROVAL <input type="checkbox"/> Articles of Incorporation of Primary Organization. <i>If using a Fiscal Agent or Partnership to fulfil this requirement, please submit their documentation in lieu of the Primary Organization.</i> <input type="checkbox"/> By-Laws of Primary Organization. <i>If using a Fiscal Agent or Partnership to fulfil this requirement, please submit their documentation in lieu of the Primary Organization.</i> <input type="checkbox"/> Current IRS Determination Letter indicating 501(c)(3) or 501(c)(6) status of Primary Organization. <i>If using a Fiscal Agent or Partnership to fulfil this requirement, please submit their documentation in lieu of the Primary Organization.</i> <input type="checkbox"/> Evidence of Good Standing with the State of Maryland of Primary Organization. <i>If using a Fiscal Agent or Partnership to fulfil this requirement, please submit their documentation in lieu of the Primary Organization.</i> <input type="checkbox"/> List of Board of Directors, including titles and affiliations of Primary Organization. <input type="checkbox"/> Organizational Chart indicating staff roles, responsibilities, and chain of command of Primary Organization. <input type="checkbox"/> ATTACHMENT F – CERTIFICATION OF COMPLIANCE 	<ul style="list-style-type: none"> <input type="checkbox"/> Collaborate on and Sign ATTACHMENT D – CERTIFICATION AND AUTHORIZATION TO SUBMIT <input type="checkbox"/> ATTACHMENT E – CORPORATE RESOLUTION/ BOARD APPROVAL for Partner Organization <input type="checkbox"/> Articles of Incorporation of Partner Organization <input type="checkbox"/> By-Laws of Partner Organization <input type="checkbox"/> Current IRS Determination Letter indicating 501(c)(3) or 501(c)(6) status of Partner Organization. <input type="checkbox"/> Evidence of Good Standing with the State of Maryland of Partner Organization. <input type="checkbox"/> List of Board of Directors, including titles and affiliations of Partner Organization. <input type="checkbox"/> Organizational Chart indicating staff roles, responsibilities, and chain of command of Partner Organization. <input type="checkbox"/> Collaborate on and Sign ATTACHMENT F – CERTIFICATION OF COMPLIANCE <input type="checkbox"/> Memorandum of Understanding or Contract signed by all parties indicating the parameters of the project collaboration. 	<ul style="list-style-type: none"> <input type="checkbox"/> Collaborate on and Sign ATTACHMENT D – CERTIFICATION AND AUTHORIZATION TO SUBMIT <input type="checkbox"/> ATTACHMENT E – CORPORATE RESOLUTION/BOARD APPROVAL for Fiscal Agent Organization <input type="checkbox"/> Articles of Incorporation of Fiscal Agent <input type="checkbox"/> By-Laws of Fiscal Agent <input type="checkbox"/> Current IRS Determination Letter indicating 501(c)(3) or 501(c)(6) status of Fiscal Agent. <input type="checkbox"/> Evidence of Good Standing with the State of Maryland of Fiscal Agent. <input type="checkbox"/> List of Board of Directors, including titles and affiliations of Fiscal Agent. <input type="checkbox"/> Organizational Chart indicating staff roles, responsibilities, and chain of command of Fiscal Agent. <input type="checkbox"/> Collaborate on and Sign ATTACHMENT F – CERTIFICATION OF COMPLIANCE <input type="checkbox"/> Copy of Fiscal Agents’ policies and procedures (<i>including requirement to provide quarterly expenditure reports to grantees</i>) and Letter of Intent, Contract, or MOU signed by all parties.



REVIEW PROCESS

All applications that meet Threshold Review Criteria will receive a Project Readiness score and Bonus Points assessment from the CCG Program staff, then will be advanced to a Review Panel for scoring of Project Impact, Community Engagement, and Achieving Equity narratives.

The Review Panel will provide their recommendations to the Housing Commissioner who will review the applications for alignment with agency priorities, then make the final determination of awards. All applicants will be notified in writing, and awards will be posted on DHCD's website.

APPLICATION SCORING CRITERIA

An applicant will earn a score out of 200 Maximum Points, before possible bonus points. Please refer to [ATTACHMENT H: DETAILED SCORING RUBRIC](#) for additional information.

Scoring Criteria	Points Available
Project Readiness	50
Project Impact	50
Community Engagement	50
Achieving Equity	50

200 Points

PROJECT READINESS (50 MAXIMUM POINTS)

DHCD is committed to ensuring that Community Catalyst projects are feasible and able to be completed within the 24-month grant term.

This section enables DHCD to determine whether projects meeting threshold are ready to proceed and that the applicant has the experience, staff, and/or consultants in place to ensure a successful outcome. The requested information must demonstrate that projects are ready to proceed and can be completed within a 12-month time frame of executing a Funding Agreement with DHCD.

Applicants must demonstrate that their projects are financially feasible, that the applicant has the capability of leveraging additional public and/or private funds and that they have the capability to manage a team with sufficient experience to undertake and complete the proposed project. As part of demonstrating a project’s feasibility, applicants are required to submit a budget utilizing the [CCG Operating Budget Template](#) and [CCG Scope and Schedule Template](#) with their submissions. Budgets and Scopes of Work submitted utilizing different formats will not be accepted.

PROJECT READINESS	Points
Applicant Capacity. The project team experience will be reviewed and scored. The applicant’s self-classification as an “Emerging” or “Established” organization will be assessed. Provide resumes for project leaders and principal contributors that demonstrate relevant experience, including past programs of similar size or complexity. Clear roles and responsibilities must be included.	25 Points
Financial Feasibility. Budgets, scopes, timelines, and other financial documentation will be evaluated. Scoring will reflect the project’s feasibility, including a realistic budget using the CCG Operating Budget Template, confirmed or viable funding sources, adequate staffing, and a clear schedule for completing activities within the grant term.	25 Points

PROJECT IMPACT (50 MAXIMUM POINTS)

DHCD is committed to ensuring that Community Catalyst projects reflect the priorities of the City’s Framework for Community Development and guiding principles.

PROJECT IMPACT	Points
<p>Project Vision and Summary. Provide a detailed description of the proposed project including the vision, goals, measurable outcomes, and intended positive impacts on Baltimore City and its residents. Scoring reflects clarity, feasibility, and potential for tangible impact.</p>	25 Points
<p>City’s Framework for Community Development. Explain how your project aligns with the DHCD Framework for Community Development and supports City priorities. Include references to relevant initiatives or planning frameworks and describe how the project contributes to broader neighborhood and city goals.</p>	25 Points

COMMUNITY ENGAGEMENT AND PARTICIPATION (50 MAXIMUM POINTS)

DHCD is committed to ensuring that Community Catalyst projects leverage local revitalization plans and provide multiple, meaningful opportunities for stakeholder participation.

COMMUNITY ENGAGEMENT AND PARTICIPATION	Points
<p>Neighborhood participation in project ownership and control. Points are awarded when residents have formal, meaningful roles in program design, governance, or oversight (e.g., advisory committees, co-design of activities, or decision-making authority).</p>	25 Points
<p>Community Engagement Plan. Points are awarded for a structured engagement strategy with multi-channel outreach, measurable participation goals, and clear processes for collecting and acting on community feedback.</p>	25 Points

ACHIEVING EQUITY (50 MAXIMUM POINTS)

DHCD is committed to using Community Catalyst funds to reduce financial, social, and economic disparities in Baltimore City neighborhoods.

ACHIEVING EQUITY	Points
<p>Equity in Geographic Areas. Points are awarded for projects targeting high-need neighborhoods or populations, supported by credible data (demographics, income, service gaps). Scoring reflects both the magnitude of need and the strength of the plan to reduce disparities.</p>	<p>25 Points</p>
<p>Supports City Equity Priorities. Points will be awarded to projects that reflect City Priorities, including but not limited to:</p> <ul style="list-style-type: none"> ● Crime Reduction and improving public safety. ● Strengthening community access to education and public healthcare. ● Environmental and economic sustainability. ● Expansion of economic opportunities. ● Maximizing access to jobs created by reinvestment. ● Ensuring community voices are vital to shaping neighborhood redevelopment. <p>Scoring will consider both alignment and evidence of need, showing how the project addresses measurable disparities</p>	<p>25 Points</p>

BONUS POINTS

Applicants may choose to apply for bonus points from any of the following categories and may be awarded full or partial points in any one category. To be considered, clearly indicate which bonus categories apply to your project and submit the required documentation and narrative explanation for each.

STRATEGIC CITY AREA ALIGNMENT BONUS (Up to 5 points). Projects located in or directly benefiting priority investment areas in Baltimore City may earn bonus points. Eligible areas include Impact Investment Areas (IIAs), INSPIRE Plan Areas, Vacancy Reduction Areas, Stabilization Task Force Zones, Middle Neighborhoods Strategy Areas, Green Network Focus Areas, or other formally designated City initiatives tied to neighborhood revitalization or economic development.

To earn these points, applicants must:

- Upload supporting documentation (e.g., maps, screenshots, plan references, or links) that clearly identify which strategic area(s) the project is located in or serves;
- Provide a brief narrative describing how the project supports the goals of the area strategy.

SUPPORTS LOCAL BUSINESSES OR COMMUNITY SPACES BONUS (Up to 5 points). Projects that intentionally support Baltimore-based businesses or create accessible community spaces are eligible for bonus points.

To earn these points, applicants must:

- Upload supporting documentation of vendor commitments or partnership agreements;
- Provide a brief narrative explaining how your project supports local businesses or enhances community space access.

WORKFORCE ENGAGEMENT: APPRENTICESHIPS, TRAINING, OR YOUTH PARTICIPATION BONUS (Up to 5 points). Earn points for engaging Baltimore's local workforce, youth, or apprenticeship programs in your project.

To earn these points, applicants must:

- Upload supporting documentation of partnerships with workforce training programs;
- Provide a brief narrative describing your engagement plan and who will benefit.

COLLABORATION ACROSS MULTIPLE NEIGHBORHOODS BONUS (Up to 5 points). Projects that involve or impact multiple neighborhoods and show collaborative planning may earn bonus points.

To earn these points, applicants must:

- Upload supporting documentation of how different stakeholders are collaborating and working toward shared outcomes;
- Provide a brief narrative describing how your project spans multiple neighborhoods.

ADMINISTRATIVE INFORMATION

ISSUE DATE

The issue date of this Grant Application is **March 23, 2026, at 8:00 AM ET**

SUBMISSION DEADLINE AND REQUIREMENTS

The deadline for submitting applications and all application materials is **April 24, 2026, at 5:00 PM ET**

OBTAINING THE APPLICATION AND GUIDELINES

The Community Catalyst Grants Application and Guidelines will be made available electronically on DHCD's website at: <https://www.baltimorecity.gov/dhcd/our-work/neighborhood-development/city-grant-opportunities/ccgrants>.

INFORMATION SESSIONS

DHCD will host two online information sessions on March 30, 2026, at 1:00 PM ET and March 31, 2026, at 5:30 PM ET. These online information sessions do not require prior registration and are open to the public. More information about the sessions (including the link to join and a phone number to teleconference in) can be found at <https://www.baltimorecity.gov/dhcd/our-work/neighborhood-development/city-grant-opportunities/ccgrants>.

ACCOMMODATIONS

To request accommodations for attending an information session or completing the application, please email dhcd.ccg@baltimorecity.gov with details about the support you need as soon as possible.

QUESTIONS AND INQUIRIES

Interested applicants can submit questions and inquiries in writing only to dhcd.ccg@baltimorecity.gov no later than April 6, 2026. DHCD will make best efforts to post responses on its website no later than April 10, 2026. DHCD reserves the right to decline questions that are project-specific.

REVISIONS AND ADDENDA

Should it become necessary to revise any part of this Application and or Guidelines or provide additional information necessary to adequately interpret the provisions and requirements, an addendum shall be posted on DHCD's website. Revisions and Addenda will not be provided on an individual basis, therefore all interested applicants are encouraged to review the Community Catalyst Grant website periodically at: <https://www.baltimorecity.gov/dhcd/our-work/neighborhood-development/city-grant-opportunities/ccgrants>.

AWARD AMOUNTS

Final awards decisions are made by the Housing Commissioner. DHCD reserves the right to make an award of funds in an amount other than what is requested in the Grant Application. DHCD reserves the right to determine what funding source is used for the award. All awards are subject to final underwriting by DHCD and approval by the City's [Board of Estimates](#).

INCURRING EXPENSES

Neither the City of Baltimore nor DHCD will be responsible for and will not pay for any cost incurred by any applicant in preparing and submitting an application or requested supplemental information in response to this application.

COMPLIANCE WITH LAW

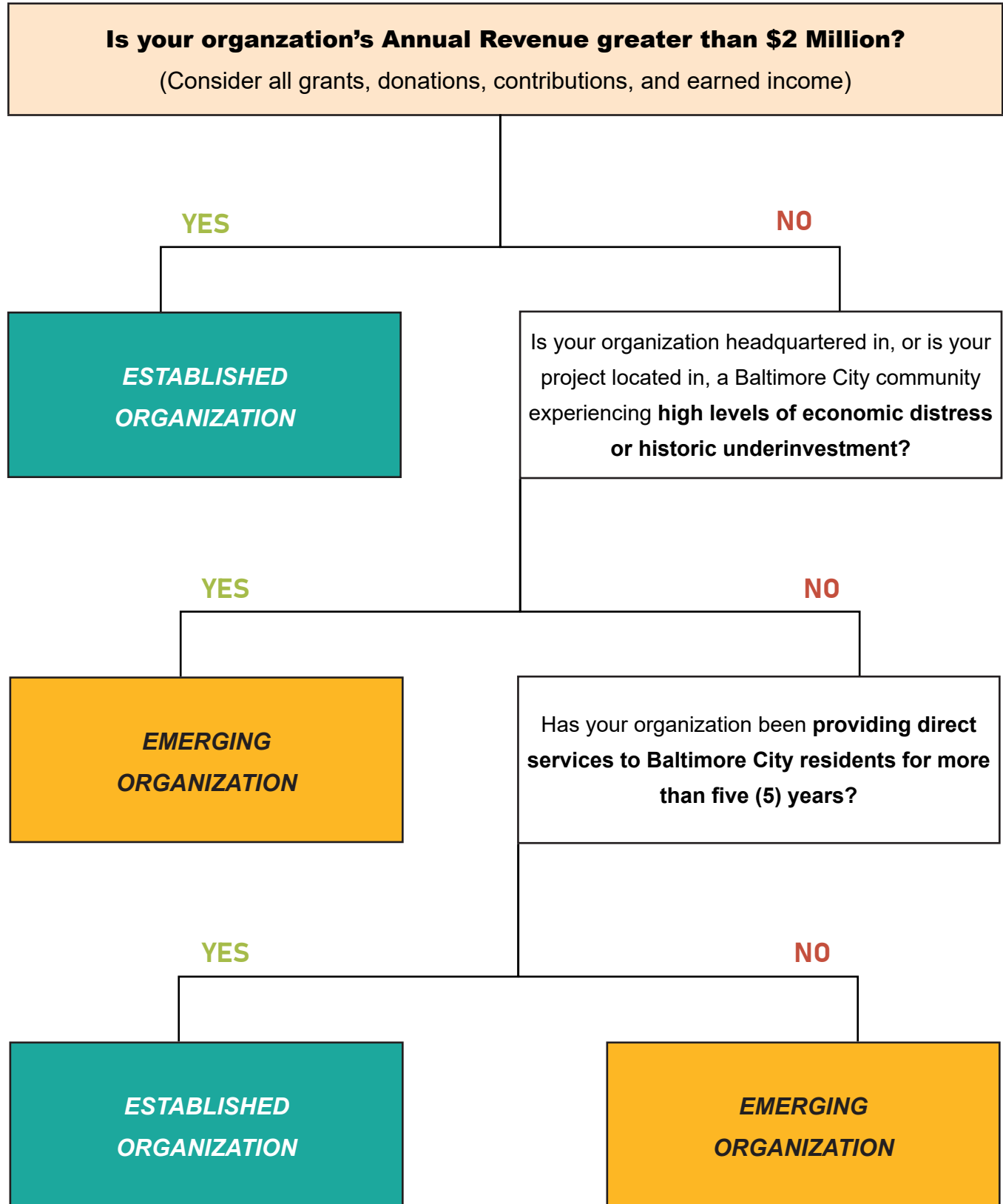
By submitting an application, organizations awarded funds agree that they will comply with all Federal, State and City laws, rules, and regulations and ordinances applicable to its activities and obligations under this program.

PUBLIC INFORMATION ACT NOTICE

DHCD commits to handling all information regarding financial assets in strictest confidence. Applicants should give specific attention to identifying any portions of their application that they deem to be confidential, proprietary or trade secrets and provide justification why such material should not be disclosed by DHCD under the Maryland Public Information Act SS 1-601 et seq. of the State Government Article, Annotated Code of Maryland upon request by the public.

ATTACHMENTS

ATTACHMENT A – EMERGING VS ESTABLISHED DECISION MATRIX



ATTACHMENT B – OPERATING BUDGET TEMPLATE INSTRUCTIONS

- Download the [Operating Budget Excel Template](#)

- Complete ALL RELEVANT SECTIONS to your project.
 - **“BUDGET TOOL” Tab:**
 - Add rows if needed
 - For all line items, break down CCG Funding vs. Other Funding sources
 - Verify that “Total CCG Funding” is equal to application amount
 - ALL Applicants should complete this tab

 - **Funding Sources Tab:**
 - List all funding sources and if they are committed, pending, or not requested
 - ALL Applicants should complete this tab

 - **Personnel Tab:**
 - Complete only if using CCG Funds towards personnel
 - For Personnel, complete the relevant information for each position, including amount of CCG funds to be utilized toward the position.

 - **Consultant Worksheet:**
 - Complete only if using CCG Funds towards consultants
 - For Consultants, complete the required information for each position, including amount of CCG funds to be utilized toward the position.

ATTACHMENT C – SCOPE AND SCHEDULE TEMPLATE

Download the [Scope and Schedule Template Word Document](#)

Project Name	Organization Name
Project Manager(s)	Project Manager(s) Contact Information

Project Goals and Objectives	<ul style="list-style-type: none"> ■ Define the tangible results the project aims to achieve, emphasizing operational impact and efficiency. ■ Break high-level goals into actionable, measurable objectives that guide daily or weekly project activities. ■ Include all specific addresses or neighborhoods where grant funds will be deployed to clarify operational coverage.
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Scope of Work Description	<ul style="list-style-type: none"> ■ Clearly outline all operational activities, including staff responsibilities, equipment or materials used, and workflow processes. ■ Justify each activity in relation to budget line items to show resource allocation. ■ Highlight operational procedures, quality assurance steps, and compliance measures.
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Project Deliverables and Timeline	<ul style="list-style-type: none"> ■ List all specific outputs produced during the project, with clear operational ownership. ■ Include phased milestones marking operational progress, handoffs, and completion points. ■ Identify critical dates for internal reporting, inspections, and approvals.
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ATTACHMENT D – CERTIFICATION AND AUTHORIZATION TO SUBMIT

Download the [Certification and Authorization to Submit](#)

I, _____ am an officer authorized to make a binding contractual commitment for the Primary Applicant, _____.

I have received, read and understand the provisions of the Community Catalyst Capital Grant Guidelines and Application. I acknowledge that failure to disclose a material fact or to misrepresent a fact can result in disqualification of the request for funds from further consideration. I certify that all information contained in this application, is true and correct to the best of my knowledge and belief. I understand that the City is not obligated to pay, nor will it in fact pay, any costs or losses incurred by the applicant at any time, including, but not limited to, the cost of: (1) any prior actions by the applicant in order to respond to the application, and/or (2) any future actions by the applicant in connection with any negotiations with the City, including, but not limited to, actions to comply with requirements of The Department of Housing & Community Development, the City or any applicable laws.

Signature and	Date	Name and Title	Primary Organization
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Signature and	Date	Name and Title	Partner Organization
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Signature and	Date	Name and Title	Fiscal Agent
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Please note: If the applicant includes multiple organizations, this Certification and Authorization must be completed, signed and returned by all parties.

ATTACHMENT E – CORPORATE RESOLUTION/BOARD APPROVAL

- Primary Applicants, Partner Applicants, and Fiscal Agents must all provide a separate, unique Corporate Resolution/ Board of Directors Approval for their specific organization’s involvement in the application and project. For joint applications, please do not submit duplicate, joint resolutions as these will be rejected during Threshold Review.
- This is a SEPARATE required document from ATTACHMENT D - Certification and Authorization to Submit . Please submit the Corporate Resolution/Board of Directors Approval for each organization applying with the project in addition to ATTACHMENT D.
- There is no template for this as different organizations utilize different formats for their votes and resolutions. However, an acceptable Corporate Resolution/Board of Directors Approval must...
 - Be on Organizational Letterhead or include the Organization’s logo and all contact information
 - Explicitly approve the organization’s intent to apply for Community Catalyst Funds and complete the project if awarded.
 - Be signed and dated by at least two members of the Organization’s leadership or Board.
 - Note: One signature MUST be from a signatory who is NOT the primary organizational representative/ contact on the other application documents such as the Commitment to Comply or Certification and Authorization to Submit.

ATTACHMENT F - CERTIFICATION OF COMPLIANCE

Download the [Certification of Compliance](#)

I, _____, am an officer authorized to make a binding contractual commitment for the Primary Applicant, _____. I have received, read, and understand the provisions of this Notice of Funding Availability (NOFA). I acknowledge that failure to disclose a material fact or to misrepresent a fact can result in disqualification of the development proposal from further consideration. I certify that all information contained in this response to the NOFA, including, but not limited to, the disclosure information is true and correct to the best of my knowledge and belief. I understand by signing this form in conjunction with a response to this NOFA, that the City may, at its choosing, conduct a check with Dun and Bradstreet and other credit verification or similar agencies. I understand that the City is not obligated to pay, nor will it in fact pay, any costs or losses incurred by the applicant at any time, including, but not limited to, the cost of: 1) any prior actions by the applicant in order to respond to the NOFA, and/or 2) any future actions by the applicant in connection with any negotiations between the applicant and the City, including, but not limited to, actions to comply with requirements of Baltimore Housing, the City. I agree to comply with any applicable Federal, State or City laws and regulations governing this development proposal. I agree that I will not enter into, execute or be a part to any Covenant, Agreement, Lease, Deed, Assignment or Conveyance, or any other written instrument which restricts the sale, lease, use or occupancy of the property or any part thereof, upon the basis of race, color, religion, sex, or national origin and will comply with all Federal, State, and local laws, in effect from time to time, prohibiting discrimination or segregation and will not discriminate by reason of race, color, religion, sex or national origin in the sale, lease, use or occupancy of the property.

Signature and	Date	Name and Title	Primary Organization
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Signature and	Date	Name and Title	Partner Organization
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Signature and	Date	Name and Title	Fiscal Agent
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Please note: If the applicant includes multiple organizations, this Certification of Compliance must be completed, signed and returned by all parties.

ATTACHMENT C – DETAILED SCORING RUBRIC

PROJECT READINESS (50 POINTS)

Criteria	Points	Scoring Guidelines
Applicant Capacity	25	<p>21–25: Strong, experienced team with relevant project history; clear roles and resumes provided.</p> <p>11–20: Some relevant experience; minor gaps in roles or past program management.</p> <p>0–10: Minimal experience; unclear team structure or capacity.</p>
Financial Feasibility	25	<p>21–25: Complete, accurate budget and scope (using the CCG Operating Budget Template), viable funding plan, realistic staffing and timeline.</p> <p>11–20: Mostly complete documents; minor gaps in financial plan, staffing, or schedule.</p> <p>0–10: Major gaps in budget, funding, staffing plan, or timeline.</p>

Applicant Tips: Describe your organization’s experience delivering programs or services of similar size or scope. Include resumes for key staff and principal contributors. Use the required [CCG Operating Budget Template](#) and [Scope and Schedule Template](#)—other formats will not be accepted. Clearly identify confirmed and potential funding sources. Provide a realistic timeline for delivering activities within the 12-month grant term.

PROJECT IMPACT (50 POINTS)

Criteria	Points	Scoring Guidelines
Project Vision and Summary	25	<p>21–25: Clear, impactful vision with defined goals and measurable benefits for Baltimore City residents.</p> <p>11–20: General vision; moderate clarity on outcomes.</p> <p>0–10: Vague or misaligned project goals.</p>
Alignment with City Framework	25	<p>21–25: Strong alignment with City priorities.</p> <p>11–20: Some alignment; lacks specificity.</p> <p>0–10: No clear alignment to City priorities.</p>

Applicant Tips: Explain the project, who it will serve, and the expected outcomes. Describe measurable impact—e.g., number of residents served, increased access to services, or improvements in equity outcomes this funding would enable. Show how your project supports City priorities, such as neighborhood revitalization, affordable housing, or workforce development. Reference City plans or initiatives your work complements.

COMMUNITY ENGAGEMENT AND PARTICIPATION (50 POINTS)

Criteria	Points	Scoring Guidelines
Neighborhood Participation	25	<p>21–25: Residents have meaningful roles in program design, governance, or oversight.</p> <p>11–20: Residents consulted but limited influence over decisions.</p> <p>0–10: No meaningful community involvement.</p>
Engagement Plan	25	<p>21–25: Inclusive, multi-channel engagement; diverse participation; strategic outreach.</p> <p>11–20: Basic outreach methods (meetings, flyers); limited engagement strategy.</p> <p>0–10: No engagement plan or unclear approach.</p>

Applicant Tips: Submit a written engagement plan that explains how residents will be included at each stage of your project. Clearly describe roles, responsibilities, and decision-making authority of community participants. Outline multiple engagement methods (surveys, focus groups, meetings, advisory committees) and how feedback will be collected, documented, and acted upon. Include letters of support or partnership agreements where applicable, and reference how these partners will participate in your engagement strategy. Avoid general statements about community support—demonstrate a clear plan and actionable strategy showing how resident input shapes program design and implementation.

ACHIEVING EQUITY (50 POINTS)

Criteria	Points	Scoring Guidelines
Geographic Equity Impact	25	<p>21–25: Project targets communities with high, documented need, using credible data (demographics, income, service gaps) and provides a clear, actionable plan to reduce disparities.</p> <p>11–20: Project serves a community with some evidence of need, but data is incomplete or equity strategy is limited.</p> <p>0–10: No evidence of need; no equity focus or plan.</p>
Alignment with City Framework	25	<p>21–25: Aligns with several City equity initiatives and demonstrates how the project addresses significant gaps or unmet needs.</p> <p>11–20: Some alignment; methodology unclear.</p> <p>0–10: No mention of equity priorities.</p>

Applicant Tips: Clearly identify who and where the project will serve, and provide evidence of need (e.g., census data, service gaps, economic indicators). Explain how severe the need is—not just that it exists—and how your project will meaningfully address it. Show how your project aligns with City equity priorities, and why this intervention is necessary in this particular community. Use data to justify your approach and demonstrate measurable impact on reducing disparities. Avoid general statements about equity; focus on specific, documented gaps and actionable strategies.