COMMUNITY COMPACT CABINET IT GRANT

This is a competitive grant program focused on driving innovation and transformation at the local level via investments in technology. Using the transformative powers of IT, we can drive innovation, make government more efficient, save taxpayer money, and make it easier for residents to interact and transact with their local government.

Grants of up to $200,000 support the implementation of innovative IT projects by funding related one-time capital needs such as technology infrastructure or software. Incidental or one-time costs related to the capital purchase such as planning, design, installation, implementation and initial training are eligible.

The application period for the FY22 IT Grant program runs from September 15 – October 15 at noon.

Application Instructions

Step 1 – **Eligible Entity**: Choose the name of your community from the drop down list.

Step 2 – Contact Information: Include the contact's name, title, phone number, and email. This should be the person who can be reached if there are questions about your grant application.

Step 3 – Grant Contract Signatory: Identify the person who would sign a grant contract if grant awarded.

Step 4 – Multi-jurisdictional application: Please check this box if this application is for a project with two or more eligible entities seeking to undertake a regionalization/shared services or other IT grant project together. You will then enter the names of the other participating entities. The participating communities should submit one joint application. The application should be submitted by the entity that will be the project lead.

Step 5 – **SaaS/Cloud Disclaimer**: Please check this box and read the disclaimer language if the application is for a project that in any way involves Software-as-a-Service (SaaS)/Cloud Services.

Step 6 – Grant Amount Requested: Please enter an amount. Grant requests of up to $200,000 will be considered. Optionally, following this, please indicate any other sources of funds available, if applicable.

Step 7 – Purpose: Describe the proposed project, including purpose of the grant request, the capital asset needed, project objectives, and the challenges this project would address.

Step 8 – Benefits: Identify project benefits including efficiencies, cost savings, enhanced service delivery, and/or improved public access to local government services.

Step 9 – Cost Impact and Sustainability Plan: Identify any new costs that will be incurred and how the costs will be paid for or offset, including ongoing operational costs. Describe how this new initiative will be financially viable for the long-term once established.

Step 10 – Measures of Success: What defines success for this project? Describe how the success of the project will be evaluated. Include expected measurable improvements in service delivery or efficiency.

Step 11 – Project Budget: Provide a detailed and realistic project budget estimate. Include breakdown of amount requested by activity/task.

Step 12 – Project Timeline: Provide a timeline for the proposed project. Note projects must be completed within 18 months of the grant award.

Step 13 – Submission: Once you have completed the application, please click the **submit** button. You will not be able to save or review your application once you hit submit. You will receive notice via email confirming your application.