



2013 Wisner Grants Guidelines & Review Process

Mitchell J. Landrieu, Mayor
City of New Orleans

Vision & Opportunity

New Orleans is a model city. We demonstrate to the world the power of strong leadership in the halls of City government and on streets of hope. With resilience, we transform challenges into instruments of progress with the belief and assurance that change is possible.

We are a unified city where municipal employees and engaged citizens work together to create equitable, thriving communities for all. The City of New Orleans leverages the transformative power of our people to build safe neighborhoods and foster educational, economic and cultural opportunities.

We are a creative city. We recognize limitless opportunity and appreciate the shared benefit of our neighbor's success. The richness of diversity is manifest so clearly in our culture—a beautiful mosaic that only New Orleans is able to create. Our commitment to excellence, coupled with timeless cultural heritage and creative vision ensures New Orleans' greatness for generations to come.

Core Values

- Integrity
- Excellence
- Transparency
- Teamwork
- Responsiveness
- Innovation
- Diversity
- Inclusion

History

The Donation was created from the estate of Edward Wisner to the City of New Orleans as a 100-year charitable trust in 1914.

According to the original donation, the City's income from the Wisner Donation must support local needs in the areas of:

- Education
- Recreation
- Beautification
- Human Services

Grant Criteria

The City of New Orleans is seeking proposals that best respond to the following criteria.

- Align with citywide priorities
 - Public Safety
 - Economic Development
 - Children & Families
 - Sustainable Communities
 - Open & Effective Government
 - Innovation
- Demonstrate an innovative approach
- Maximize public access and benefit
- Demonstrate performance-driven approach
- Capitalize on diversity and inclusiveness
- Leverage other investments

Grant-making Strategies

The City of New Orleans will deploy Wisner funds through two grant-making strategies.

➤ Discretionary Grants

- ✓ Unsolicited proposals are accepted on a rolling basis.
- ✓ Grants Committee reviews and awards grants twice a year.
- ✓ Average grant size is \$5,000 - \$20,000.
- ✓ The total annual pool for discretionary grants is approx. \$500,000.

➤ Strategic Investments

- ✓ Invest in multi-agency, multi-sector opportunities that offer significant leverage.
- ✓ Align with the Mayor's strategic priorities.
- ✓ Respond to unique opportunities and public priorities.

Who May Apply

Grants are made to public and nonprofit organizations.

Beneficiaries of grants must reside in Orleans Parish.

It is preferred that the organization receiving a grant be located in Orleans Parish.

Grants are **NOT** made to:

- Individual schools
- Individual churches
- Foundations for re-granting purposes

When to Apply

The City of New Orleans accepts grant applications on a rolling basis. However, grant decisions will be made twice a year.

The Grants Committee will review only those proposals received and time-stamped by 5:00pm one business day before the review period begins.

Spring

Proposal Review: February 15 – 28

Grant Awards: March 15 – 31

Fall

Proposal Review: August 15 – 31

Grant Awards: September 15 – 30

How to Apply

A successful Wisner grant proposal will include the following components:

- Cover Letter
- Section 1: Proposal Narrative
- Section 2: Organizational Profile
- Section 3: List of Board Members/Key Officers
- Section 4: Key Contact Information for the Organization
- Section 5: Leadership
- Section 6: Other Sources of Funding

Proposal guidelines can be found at www.nola.gov in the Mayor's Office tab.

Where to Apply

Please submit your Edward Wisner Donation proposal:

By email:

wisner@nola.gov

By mail:

Office of the Mayor

Edward Wisner Donation Grants Committee

1300 Perdido Street, Suite 2E04

New Orleans, LA 70112

Review Process

Step 1: Screening

- Applicant receives acknowledgement of receipt of the grant application.
- Application is screened for all required proposal components.

Step 2: Grants Committee Review

- Applications are reviewed by an internal multidisciplinary Grants Committee of senior level officials appointed by the Mayor.
- The Grants Committee may recommend a grant subject to conditions that were not part of the application (e.g. reduced grant amount, modification to the project scope).

Grant Award

City announces recipients of Wisner grant funding.

Successful applicants agree to the terms of the grant award and submit required documentation for payment of funds, including:

- Occupational License
- An approved Tax Clearance Authorization
- Vendor Registration Form

(Available online at <http://purchasing.nola.gov/bsa/login.jsp>)

City's Finance Department disburses payment within 30 – 45 days of notification and agreement.

Reporting

Wisner grantees must submit performance goals as a part of the organization's grant agreement with the City.

A final report is required at the end of the grant term that details project accomplishments, use of funds and evaluation findings as outlined in the original proposal.