



Town of Manchester

2024 ARPA Sustainability Grant Program Final Report

Town of Manchester Sustainability Commission DP Forand Nonprofit Management Consulting

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Introduction

In the wake of COVID-19, the Town of Manchester, Connecticut, established the ARPA (American Rescue Plan Act) Sustainability Grant Program to enhance the community's resilience and sustainability in response to current and future pandemics. Funded by a portion of the Town's federal COVID relief funds, the initiative supported local non-profit organizations that contribute to social, economic, and environmental sustainability through community-based programs.

With a total funding pool of \$500,000, grants of up to \$50,000 were awarded, including a designated \$50,000 set-aside for sustainability-focused mini-grants of \$5,000 or less. A total of \$500,000 was awarded to 14 organizations to fund 18 projects over two separate rounds of funding.

The program provided meaningful, targeted support to organizations that align with the Town's broader sustainability and resilience goals. It prioritized funding for Manchester-based organizations engaged in small business assistance, youth development, social capital building, and environmental sustainability efforts, with a strong emphasis on serving underserved and socially vulnerable populations.

The following report outlines the history, structure, objectives, administration and impact of this unique grant program.

Background

Under guidance from the Manchester Sustainability Commission, the Town of Manchester's Board of Directors passed a resolution on October 4, 2022, authorizing a total of \$500,000 of available American Rescue Plan Act (ARPA) funding to be used for grants to nonprofit organizations to promote sustainability, resiliency, and equity.

The COVID-19 pandemic affected everyone across our Town, as well as the state, nation, and world. Particularly, it disproportionately impacted communities of color, hourly workers, small businesses, and the service industry. In addition, without societal interventions to address its challenges, the pandemic threatened to have a lasting impact on the cognitive and social development of youth. These challenges are not unique to COVID-19, and act as barriers to the Town's ability to respond to future pandemics as well as the growing stressors from the climate crisis.

The American Rescue Plan Act (ARPA) was passed by the Congress and signed into law in March of 2021. Among other things, this bill provided unprecedented stimulus to state and local governments across the country to offset the budgetary impacts of the pandemic, and to catalyze actions and programs to enhance resilience through recovery.

The scope of the ARPA funding is broad and includes supporting immediate economic stabilization for households and businesses, and addressing systemic public health and economic challenges that have contributed to the unequal impact of the pandemic. This stimulus also provided an extraordinary opportunity to build the foundation for a more sustainable and resilient Manchester.

The Sustainability Commission, made up of Manchester residents, is an advisory commission that promotes, encourages, and makes recommendations regarding the development and implementation of sustainability into all Town operations, both internally within Town government and externally via community-wide efforts.

The Manchester ARPA Sustainability Grant Program was introduced to enhance the overall sustainability of Manchester in support of recovery from and resilience to current and future disruptions through community-based initiatives and institutions. This grant program was designed to support non-profit organizations such as:

- Youth development organizations, with a priority for catch-up development for educational and/or social development;
- Organizations that build social capital (norms, trust, and networks) through meaningful engagement and representation, with a focus on under-served communities and those with higher levels of social vulnerability;
- Organizations that value and prioritize environmental sustainability and climate change mitigation and adaptation; and
- Other community-based charitable organizations (must have 501-c-3 status).

Project Timeline



Funding/Grant Opportunities

Requests of up to \$50,000 were considered. Approximately \$50,000 of the total funding available was set aside for smaller sustainability grants of \$5,000 or less. The amount set-aside was subject to change based on the number and type of applicants received, and total funds available at the time of the award. The two award opportunities are as follows:

1.

Resiliency and Equity Grants (up to \$50,000 per award):

Grants of up to \$50,000 were be awarded to Manchester based non-profit organizations for one or more of the following:

a) Facilities, equipment, or supplies.

b) The provision of community based educational or instructional programming.

c) The provision of cultural celebrations and community events.

In awarding the Resiliency and Equity grants, the Town considered community resiliency and equity.

For the purposes of this grant, <u>resiliency</u> was defined as improving the community's ability to absorb disturbances or shocks (environmental, public health-related, or social) while maintaining its primary functions, structures and/or characteristics.

The term <u>equity</u> meant the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to under-served communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

2. Sustainability Grants (up to \$5,000 per award):

Grants of up to \$5,000 were awarded to assist non-profit organizations located in Manchester with one or both of the following: a) Sustainability related improvements to utility systems, infrastructure, or landscaping, and/or b) Instructional or educational programming that is focused on sustainability and provided to Manchester residents.

In awarding the Sustainability grants, the Town looked to projects that promoted or contributed to sustainability aligned with the Town of Manchester's vision for sustainability.

Eligibility Criteria





Only applications that met the following requirements qualified for funding:

- The benefits described in the application had to be focused on residents and organizations in the Town of Manchester.
- The applicant had to be a Manchester-based non-profit organization. Partnerships with entities outside of Manchester, CT could be utilized, however any awarded funds had to be used to support or serve beneficiaries and/or communities within the Town of Manchester.
- Eligible entities were able to submit more than one proposal and/or participate in multiple proposals provided that the proposed projects were separate, and not supplemental to another submitted proposal.
- The grant application had to be completed in its entirety and submitted by the deadline.
- The initiative or project had to fulfill the requirements of one of the funding opportunities stated in the application.
- Projects had to be completed and funds expended by December 31, 2024.

Grant money **<u>could be</u>** used for the following purposes:

- Allowable expenses included direct personnel and non-personnel costs associated with project implementation as well as indirect or overhead costs not to exceed 25% of direct costs. Pre-award costs were not eligible for coverage under this award.
- For additional information, applicants were directed to review U.S. Department of the Treasury's Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule, January 2022

Grant money **<u>could not be</u>** used for the following purposes:

• Debt service and replenishments of "rainy-day" funds; satisfaction of settlements and judgments; uses that contravened or violated the American Rescue Plan Act, Uniform Guidance conflicts of interest requirements, and other federal, state, and local laws and regulations.

If approved for funding, applicants were required to meet the following:

- Comply with all grant requirements.
- Produce quarterly financial reports.
- Complete a final report at the end of the program.
- Retain all financial receipts and records for a period of 7 years.
- Produce any financial receipts and records requested by the Town of Manchester.
- Report and return any unused funds to the Town of Manchester.

Evaluation Criteria

Applications were reviewed by a subcommittee of the Manchester Sustainability Commission, which made recommendations to the Town of Manchester Board of Directors. The following rubric was used to evaluate proposals.

Evaluation Criteria		
	Sustainability Grant Up to \$5,000	Resiliency/ Equity Grant Up to \$50,000
The organization is based in Manchester, CT	Y/N	Y/N
The impact described is focused on Manchester, CT	Y/N	Y/N
Demonstrated capacity to deliver program	25	20
Contribution to promoting equity		20
Contribution to building resiliency in community		20
Contribution to sustainability	25	
Clear metrics for impact for beneficiaries served by the program	25	20
Clarity and feasibility of budget request and expenses	25	20
Integration of other funding sources	Not Scored^	Not Scored^

Applicant Q&A Sessions

During the first solicitation for applications, the Town hosted two (2) virtual Q&A sessions to provide an overview of the grant program and process (one on <u>October 18, 2023</u> and one on <u>October 23, 2023</u>). Representatives of the Town were available to offer guidance and answer questions. Copies of the Q&A session presentation, as well as the recording of the first session, were available for review by applicants and the public.

An additional Q&A session was held on March 1, 2024 for organizations interested in participating in the second round. A <u>running list of FAQ's</u> was also available online for applicants.

Funding Rounds

Sustainability Commission and Town staff reviewed all proposals and provided funding recommendations to the Town for both rounds of funding.

After an initial application period between September 8, 2023 and November 3, 2023 (Round 1), a total of \$423,341 was awarded to 12 Manchester-based organizations (a total of 15 projects).

There were 19 applications totaling \$703,556 in grant requests for Round 1's *Resiliency and Equity Grants*; \$410,949 was awarded to 12 projects.

Round I of the *Sustainability Grants* program received six applications requesting a total of \$27,192; \$12,192 was awarded to three projects.

Applications as part of Round 2 funding were accepted starting on February 22, 2024 until March 8, 2024. Four projects received funding totaling \$76,659 in Round 2.

Summary of Funded Projects

Detailed project descriptions and photos can be found in a later section of this report.

Resiliency & Equity Grants (Up to \$50,000), Round 1

Building Healthy Families

\$19,497 Construction of an outdoor pavilion and community garden space



\$9,996 Overhead lighting upgrades Community Child Guidance Clinic

\$26,233

Staff training for mental health professionals

The Health Collective (Hartford Gay & Lesbian)

\$50,000 Food pantry expansion

Manchester Area Conference of Churches

\$23,523 Remove and replace a walk-in freezer

MARC, Inc

\$50,000 Partial renovations to three area homes

MARC, Inc. - Vending for Change

\$21,700 Employment project for people with disabilities

MARCH, Inc

\$12,000 Installation of whole-house generator

Rebuilding Together of Manchester

\$50,000

Emergency repair and response program for houses in need

Town of Manchester (Recreation)

\$50,000 Exhibit/installation

UR Community Cares

\$50,000 Upgrade space to a senior-focused tech center/computer lab

The Village for Families & Children

\$48,000 Update to kitchen in the Quality Parenting Center

Sustainability Grants (Up to \$5,000), Round 1

Community Child Guidance Clinic

\$5,000 "Grow Ahead" gardening and wellness program

Journey Found

\$5,000 Housing Hope initiative Unitarian Universalist

\$2,392 Bike rack & pollinator garden

Resiliency and Equity Grants (Up to \$50,000), Round 2

Community Child Guidance Clinic

\$23,759 Enhancing equity and resilience through technological integration

CT Grassroots Community Collaborative

\$25,000

Sustainable and equitable community engagement sessions

Gentle Love Diaper Pantry

\$25,000

Car Seats 4 Kids program

Sustainability Grants (Up to \$5,000), Round 2

Manchester Land Conservation Trust

\$2,900

Replacement of invasive plants with native species at the Bush Hill Preserve

Building Healthy Families, Inc.

Building Sustainability and Community Through Gardening

Total Amount Awarded: *\$19,497*

About Building Healthy Families

Founded in 2011, BHF supports the healthy development of children by addressing root causes that hinder their success and providing community-based family learning experiences.

Project Summary

Building Healthy Families created a sustainable community space for families to grow their own vegetables, engage in outdoor activities, and build relationships. Volunteers and professionals collaborated to build a new outdoor pavilion adjacent to the organization's community gardens. The new space will facilitate year-round programming and community engagement.

Project Photos



Pavilion and pavers with community garden boxes



Completed pavilion (background) during the Annual Kids Fair

Building Healthy Families, Inc.

Turn Up the Light: Supporting Resiliency in Young Children through Parent Learning

Total Amount Awarded: \$9,996

About Building Healthy Families

Founded in 2011, BHF supports the healthy development of children by addressing root causes that hinder their success and providing community-based family learning experiences.

Project Summary

The installation of lighting greatly improved the function, atmosphere and efficiency of the organization's instructional spaces used for its BrightStart For Families and other programs.

The project included the installation of dimmable LED chandeliers and recessed lights, providing capacity to control lighting for a wide variety of functions. The organization also leveraged these funds to support the renovation of their antique galley kitchen in conjunction with a grant from the Hartford Foundation for Public Giving.



Conference Room ceiling and lights



New kitchen countertop

Community Child Guidance Clinic

Celebration of Culture and Community

Total Amount Awarded: \$26,223

About Community Child Guidance Clinic

Community Child Guidance Clinic (CCGC) assists and supports children with emotional and behavioral issues by providing a special education day school and system of child and family-focused mental health services.

Project Summary

This project enhanced engagement with communities of color and increased accessibility to children's mental healthcare resources. It included comprehensive staff training on cultural diversity and a **multicultural Community Unity Festival** in September that attracted over 500 attendees, fostering community involvement and awareness of mental health resources.

The festival, featuring a wide assortment of interactive activities, successfully demonstrated enhanced community involvement and inclusivity, with significant increases in demographic representation and participation from historically underserved communities. Partnerships with local organizations and schools, such as Manchester High School, East Catholic High School, and M&T Bank, ensured enthusiastic volunteer support and a vibrant, well-supported event.



Community Unity Festival

Community Child Guidance Clinic

Grow Ahead Program Curriculum: Gardening for the Future

Total Amount Awarded: \$5,000

About Community Child Guidance Clinic

Community Child Guidance Clinic (CCGC) assists and supports children with emotional and behavioral issues by providing a special education day school and system of child and family-focused mental health services.

Project Summary

The Grow Ahead Gardening and Wellness Program developed a gardening and wellness curriculum for students, integrating hands-on activities with lessons on sustainability and wellness.

CCGC reports that the program, which incorporates gardening activities into participants' daily routines, has had a profoundly positive impact on the children attending CCGC School, fostering personal growth, therapeutic healing, and an appreciation for sustainability. The project also included equipment acquisition and space enhancement, benefiting both students and the broader community.

Project Photos



Students releasing ladybugs int the CCGC greenhouse as a form of pollination and pest prevention

"Wait, do you mean that food comes from plants? Everything grows from the ground? It just grows there?!

- An astonished student upon understanding the essential relationship between plants and food.

Community Child Guidance Clinic

Enhancing Sustainability, Equity, and Resilience through Technological Integration

Total Amount Awarded: \$23,759

About Community Child Guidance Clinic

Community Child Guidance Clinic (CCGC) assists and supports children with emotional and behavioral issues by providing a special education day school and system of child and family-focused mental health services.

Project Summary

The grant funded the purchase of technology, including three smart boards, six iPads, and Bluetooth radios, to enhance educational and therapeutic programs. This improved service delivery and safety within the organization.



Conference Room SmartBoard



CCGC North Star Staff with purchased walkietalkies

Connecticut Grassroots Community Collaborative (CGCC)

Facilitation of Sustainable and Equitable Community Engagement

Total Amount Awarded: \$25,000

About Connecticut Grassroots Community Collaborative

CGCC supports grassroots organizations by providing the level of infrastructure that they need to continue their work. They partner and build relationships with the people who are organizing to determine together what level of support they need for their organizing to thrive and grow.

Project Summary

CGCC hosted community engagement gatherings to empower community members to deepen their relationships, discuss their needs, brainstorm solutions and access resources for advocacy and support. They hosted four events with a total attendance of 159, facilitated in both English and Spanish.

Participation encouraged collaborative group decision-making, fostered stronger community relationships and empowered members to advocate for their needs. Community members also purchased supplies to create raised beds in a community garden space at Manchester Community College, laying the groundwork for continued community-building and connections.



Community Agreements and participatory budgeting process



Raised garden beds

Gentle Love Diaper Pantry, Inc

Car Seats 4 Kids

Total Amount Awarded: \$25,000

About Gentle Love Diaper Pantry

Gentle Love Diaper Pantry connects marginalized, low-income families with diapers and other baby essentials. Since 2020, Gentle Love has distributed over 350,000 diapers and expanded its offerings to include maternal care packages and safety kits.

Project Summary

This grant procured 134 convertible car seats and 102 booster seats for distribution to income eligible Manchester families in need. Gentle Love Diaper Pantry is partnering with local agencies for ongoing distribution, including public events to increase car-safety awareness and to distribute and install the seats.

The Health Collective

The Health Collective "East" Expansion

Total Amount Awarded: \$50,000

About The Health Collective

The Health Collective promotes healthy living and provides high-quality care for LGBTQIA+ individuals, advocating for systemic solutions to health care access barriers.

Project Summary

This project successfully expanded food security, healthcare access, workforce development, and pet care services for Manchester residents.

Activities included renovation and expanding the food pantry, conducting quarterly vaccination clinics, offering HIV/STI and treatment testing clinics, providing free dentures to senior and low-income residents, supporting pet owners with pet food and veterinary care, and offering vocational training and financial literacy coaching.

Project Photos



Newly renovated food pantry

- 743 total medical appointments conducted.
- 300+ individuals received HIV/STD testing, vaccinations, and preventive services.
- 10 residents received free dentures, improving oral health and well-being.
- 316 households received food security support through meal distribution and pantry access.
- Strengthened community engagement through collaborations with local partners, senior centers, and LGBTQIA+ advocacy groups in

Journey Found, Inc

Housing Hope Initiative

Total Amount Awarded: \$5,000

About Journey Found

Journey Found provides behavioral, residential, and support services to individuals with developmental and intellectual disabilities.

Project Summary

This grant restored and revitalized two group homes within the Manchester community to ensure a safer and more comfortable living environment for the people served. The project undertook key activities such as essential maintenance, structural repairs, safety installations and renovations aimed at improving energy efficiency and overall housing conditions.



Exterior renovations (ramp and gazebo)



High efficiency dishwasher

The Manchester Area Conference of Churches, Inc

Replacement of Exterior Walk-In Freezer

Total Amount Awarded: \$23,523



MACC has served the community for over 50 years, providing food and other support services to those in need.

Project Summary

The project removed and replaced an aging exterior walk-in freezer to increase storage capacity for the Emergency Food Pantry/Community Kitchen, supporting the growing number of families in need of food assistance. The new freezer improved efficiency and reduced maintenance costs, ensuring a reliable food supply for the community.

Project Photos



11x11 Indoor/Outdoor commercial freezer system

Manchester Land Conservation Trust, Inc

Replacement of Invasive Plants with Native Species at Bush Hill Preserve

Total Amount Awarded: \$2,900

About the Manchester Land Conservation Trust

MLCT preserves and conserves natural resources in Manchester for the benefit of the general public. MLCT has been dedicated to the acquisition, preservation, and conservation of forest, woodland, and open space lands for over 50 years.

Project Summary

The project supported the local ecosystem and promoted biodiversity by replacing invasive plant species at Bush Hill Preserve. MLCT purchased and installed native plantings, spread topsoil, and planted native grasses and wildflowers. They also Installed protective fencing and guideposts to support the new plantings. The project improved the habitat for native animals, birds, and insects, making the preserve more hospitable for visitors and wildlife.

Project Photos





Crabapple and Cherry trees planted at the Bush Hill Preserve

MARC, Inc of Manchester

Vending for Change (VFC) Snack Box Springboard

Total Amount Awarded: \$21,700

About MARC, Inc

MARC, Inc of Manchester provides services to people with intellectual and developmental disabilities (IDD) to live meaningful lives of independence and inclusion.

Project Summary

The project expanded the organization's Vending for Change (VFC) snack box program while fostering inclusivity in the workplace by hiring more individuals with disabilities and providing tailored care to employees who required it. VFC employees sell snack boxes at various locations including hospitals and business events, and through a newly launched website. The project created meaningful employment for individuals with disabilities, providing them with stable, supportive work environments.



The VFC Crew preparing snack boxes



Holliday specialty snack boxes

MARC, Inc of Manchester

Infrastructure Improvements at Three MARC Group Homes

Total Amount Awarded: \$50,000

About MARC, Inc

MARC, Inc of Manchester provides services to people with intellectual and developmental disabilities (IDD) to live meaningful lives of independence and inclusion.

Project Summary

The project made accessibility and safety improvements in group homes, allowing residents to age in place and enhancing their quality of life. These improvements make it possible for individuals with intellectual and developmental disabilities to safely navigate their living spaces, reducing reliance on outside assistance and fostering a greater sense of autonomy and well-being. These improvements are essential in helping individuals with IDD live fulfilling lives, with the necessary support and accommodations to thrive within their own homes, surrounded by their community and familiar routines.



Renovations at 5 Quaker Road



Renovations at 5 Quaker Road

MARCH, Inc of Manchester

House Generator

Total Amount Awarded: \$12,000

About MARCH Inc.

MARCH, Inc. of Manchester enriches the lives of individuals with intellectual disabilities by making a respectful, caring home within the community.

Project Summary

This grant supported the installation of a whole-house generator for a low-income housing HUD house occupied by 5 individuals with intellectual and developmental disabilities. The house is managed by MARCH Inc. of Manchester.

Rebuilding Together of Manchester

National Rebuilding Day 2024

Total Amount Awarded: \$50,000

About Rebuilding Together

Rebuilding Together of Manchester is a volunteer organization that, in partnership with the community, rehabilitates the houses of lower income homeowners, particularly the elderly, disabled, and families with children, so they may continue to live in warmth, safety and independence.

Project Summary

Through this project, 750 volunteers completed 153 home improvement jobs, benefiting 75 households as part of its emergency repair and response program. It improved safety, physical health, and economic security for residents, fostering community resilience.

Project Photos



Ramp Installation





Young volunteers at National Rebuilding Day 2024

Program Reach and Impact

- 750 volunteers
- 75 homes completed
- 154 number of people helped
- 38 "skilled" volunteers assisting
- 15 ramp installations, 15 roofs replaced, 4 stair lifts installed, 3 boiler replacements, and many more

Town of Manchester Department of Leisure, Family, and Recreation

The World of Manchester Exhibit/Display

Total Amount Awarded: \$50,000



About the Town of Manchester Department of LFR

The Department, which comprises three divisions focused on recreation, neighborhoods, and youth services, enhances quality of life through diverse recreational, cultural, and educational opportunities.

Project Summary

The project developed an exhibit on immigration's impact on Manchester's culture, enhancing community understanding and engagement. The scope of the project included three phases:

1) historical research

- 2) exhibit design
- 3) fabrication

In addition, a book is being created as a companion piece to the exhibit.



Completed Exhibit

Unitarian Universalist Society East

Bikes & Blooms Grant

Total Amount Awarded: *\$2,392.12*

About Unitarian Universalist Society East

The Unitarian Universalist Society East (UUSE) is a spiritually diverse community located in Manchester, Connecticut. UUSE offers a variety of events and programs for all ages, including Sunday services, religious education for children and adults, social justice initiatives, and arts and cultural events.

Project Summary

Through this grant, UUSE installed a bike rack and pollinator garden on church grounds, promoting sustainable transportation and ecosystem health. The project encouraged biking, reduced fossil fuel use, and raised awareness about pollinators.

Project Photos





Bike rack and pollinator garden

UR Community Cares

UR Community Tech Center

Total Amount Awarded: \$50,000

About UR Community Cares

UR Community Cares helps older adults and people with physical disabilities live safely at home through community-based volunteer support.

Project Summary

The Tech Center, launched in April 2024, provides digital literacy classes and technical assistance, empowering residents with essential online skills. The center is open on Mondays, Thursdays and Fridays from 10 a.m. to 3:00 p.m. In addition to scheduled classes the Tech Center encourages residents to drop by to seek assistance as well as socialize and meet new friends.

Since opening, the center has become a vital resource for residents, providing them with essential technical assistance and helping to bridge the digital divide.

Project Photos





Tech Center event attendees and purchased laptops

The Village for Families and Children, Inc

The Village Quality Parenting Center -Building Family Bonds

Total Amount Awarded: \$48,000

About The Village for Families and Children

The Village for Families & Children (The Village) is a dynamic, regional, multi-service nonprofit organization whose mission is rooted in the agency's belief that stable, resilient families are critical to creating vibrant communities where children thrive. The Village was founded in 1809 as one of the country's first child welfare agencies.

Project Summary

This grant allowed The Village to transform the outdated kitchen in its Quality Parenting Center (QPC) into a usable and lively space that supports families to become reconnected and resilient. New cabinets, countertop, lighting, and appliances all make the space more energy efficient, useable and welcoming. The large new island—with comfy stool seats—is ideal for parents and children to work on projects together.

The QPC is a place where families that have been torn apart can have supervised visits to help them heal and rebuild their parent-child attachment. This healing and bonding is extremely important for children who have been through trauma or neglect.



New kitchen at the Quality Parenting Center at 151 Hartford Road