



CITY COUNCIL WORK SESSION AGENDA
Budget Work Session - Recognition Groups (Group 1)

This meeting will be held in-person and virtual.

**25 Crescent Road
Greenbelt, MD 20770**

OR

Virtual Participation

Zoom Webinar Attendees:

**Please submit your request in writing via email to questions@greenbeltmd.gov
<https://us02web.zoom.us/j/82181274710?pwd=IllyUyRKyMfZqbgBBGCemlaKZsODs82.1>**

Dial-in: 301 715 8592

Webinar ID: 821 8127 4710

Passcode: 925114

Wednesday, May 14, 2025

7:30 PM

Budget Work Session Packet

Budget Work Session - Recognition Groups - Group 1

Suggested Action:

Agenda

- **Introductions**- 5 minutes (7:30 - 7:35 pm)
- **Council Discussion** - 40 minutes (7:35 - 9:15 pm) - [Proposed FY 2026 Budget](#)
 - Section 9 - Miscellaneous Funds (page 242)
 - Recognition Groups Budget Work Session Schedule Enclosed
- **Questions and Answers** - 10 minutes (9:15 - 9:25 pm)
- **Other Items** - 5 minutes (9:25 - 9:30 pm)
 - Information Items

[Recognition Groups Work Session Schedule 2025 Group 1.pdf](#)
[GRACE.pdf](#)

Babe Ruth.pdf
GMST.pdf
Business Alliance.pdf
CHEARS FY 26_Redacted.pdf
GSA.pdf
Concert Band.pdf
GBGC.pdf
GYBLL.pdf

City Council Work Session Agenda Item Report

Meeting Date: May 14, 2025

Submitted by: Bonita Anderson

Submitting Department: Recreation

Item Type: Work Session Item

Agenda Section: Budget Work Session Packet

Subject:

Budget Work Session - Recognition Groups - Group 1

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Attachments:

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[GYBLL.pdf](#)

Recognition Groups Work Session
May 14, 2025 (Sports)
In-Person & Via Zoom
w/Hyperlinks

7:30 p.m.	GRACE Mr. Frank Gervasi	In-Person
7:45 p.m.	Babe Ruth Mr. Ian Gleason	ZOOM
8:00 p.m.	SWIM TEAM Mrs. Laura Hebert and Ms. Christine Nickel	IN-PERSON
8:15 p.m.	BUSINESS ALLIANCE Ms. Mona Reza	ZOOM
8:30 p.m.	CHEARS Mrs. Carolyn Lambright Davis, Bill Davis, Bob Cahalan, Kate Praeger, and Lois Browne	IN-PERSON
8:30 p.m.	GSA Mr. Jonas Cadwallader and Scott Borg	In-Person
8:45 p.m.	Concert Band Mrs. Danielle Celdran	ZOOM
9:00 p.m.	BOYS & GIRLS CLUB Mr. Orin Howard	ZOOM
9:15 p.m.	GYBILL Mr. Patrick Keaton	In-Person

Followed by Miscellaneous Funding Groups

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM
OPERATING GRANT APPLICATION
Fiscal Year 2026

A. GENERAL INFORMATION

1. Name of organization: Greenbelt Refugee Aid Committee (GRACE)
2. Year of founding: 2022 3. Website: Greenbeltrefugeeaid.org
4. Social media: n/a
5. Federal tax ID # (if applicable): [REDACTED]
6. Contact person: Name Frank Gervasi Position President
Telephone [REDACTED] E-mail [REDACTED]
7. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address): [REDACTED]
8. What is the mission of this organization? Whom do you intend to serve?

GRACE currently maintains three furnished apartments housing refugees here in town center. Two we sponsored and brought from Europe and one we partnered with LSSNCA to assist. GRACE also provides direct aid to internally displaced refugees still in harms way.

8. Please indicate the amount of your request here \$25,000.00 and briefly summarize the intended use of these funds below. Please be as specific as possible.

Assistance with rent and living expenses for refugees brought here. . Humanitarian living assistance aid going directly to trusted sources to distribute in Ukraine, start-up of similar aid to Lebanon, develop elsewhere.

See page 3, question 11, for a breakout of GRACE's total budget for domestic and international activities (GR)

9. City of Greenbelt funding status. Please check one. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization is currently:
☐ a Council-approved Greenbelt Recognition Group receiving in-kind support only;
the organization previously received Recognition Group funding in FY 2023 or FY 2024
☒ a Council-approved Greenbelt Recognition Group that received an FY25 project grant
☐ a Council-approved Greenbelt Recognition Group that received an FY25 operating grant

10. Non-profit status. Please check all that apply. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization:

- ☒ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
☐ Has applied to the Internal Revenue Service for 501(C)3 status
☐ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

11. Financial need. Please check all that apply.

☒ At the conclusion of FY24, the organization's checking/savings balance was at least 50% of the amount of the organization's total FY25 operating budget. *Restricted operating funds are included; restricted funds for capital projects are excluded.*

☐ The organization is projecting a revenue surplus for FY25.

☐ The organization is projecting a revenue surplus for FY26.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount requested.

The goal is to help as many refugees as possible in a meaningful way. We currently assist 3 refugee families here. We are also donating to refugees in 4 diverse cities in Ukraine and one in Lebanon. With the Federal elimination of USAID, our grassroots support is needed now more than ever. The projected breakdown for next year of \$50,000 budget is \$23,000 for refugees here and \$27,000 for refugee aid abroad. Assuming locals cost less we will distribute more abroad

B. COMMUNITY MEMBERS SERVED

- 1. How many people actively participate in your organization's primary, in-person or online programming activities?** Include projections and estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. This does not include volunteers or staff.*

July 2023-June 2024 40 July 2024-June 2025 50 July 2025-June 2026 (Projected) 60

Current year: % Greenbelt residents/organizations 80 % Non-residents/organizations 20
 % ages 12 and under 20 % 13-17 yrs. 10 % 18-59 yrs. 40 % 60+ yrs. 40

GRACE has noted that these figures reflect beneficiaries served in Greenbelt (GR)

- 2. How many additional people participate in your organization's in-person or online programming activities as audience members, spectators and attendees?** *This does not include volunteers or staff.*

July 2023-June 2024 50 July 2024-June 2025 70 July 2025-June 2026 (Projected) 100

Current year: % Greenbelt residents 80 % Non-residents 20
 % ages 12 and under 20 % 13-17 yrs. 15 % 18-59 yrs. 25 % 60+ yrs. 40

GRACE has noted that these figures reflect beneficiaries to be served abroad (GR)

C. KEY PERSONNEL

1. **Governance.** Please list your current Board of Directors or equivalent and the officers of your organization. Please specify whether or not they are Greenbelt residents and whether they receive compensation from the organization for their work in any capacity (employee, contractor, consultant or unpaid).

Name	Greenbelt resident (yes/no)	Title/Role	Compensation Status
Frank Gervasi	yes	President	none
Steve Skolnik	yes	Vice- President	none
Bill Jones	yes	Treasurer, tutor	none
Joyce Campbell	yes	Secretary, tutor	none
Linda Coleman	no	Board member, tutor	none
Peter Voltsekovsy	yes	translator	none
Jamie Voltsekovsky	yes	tutor	none
Dorrie Bates	yes	former board member, donor, driver	none
Erica Johns	yes	ESL teacher	none
Leslie Kash	yes	ESL teacher	none
Holly Leon-Lehman	yes	LSSNCA social worker	none from us
Marci Michaud	yes	former board member, volunteer	none

Is your organization's leadership representative of the population which you intend to serve?
Please comment.

We are all descendants of immigrants, some of those ancestors were refugees. 7 of our volunteers here are Ukrainian, 3 other families of Ukrainians brought here, we are assisting families directly in Ukraine and in Lebanon also. We have also helped Afghan families here as well. Currently we give \$50 to each displaced person and more to special needs. We gave \$2000 to an orphanage in Sumy with 40 children and are providing more for the 7 teachers and administrators use. 47 there. In Kharkiv we have given thus far to 20 refugees (IDP's), in Mikolaiv 30 refugees and in Kafarsir, Lebanon we are thus far distributing to 10 former households, about 40 persons. So far at least 130 people.

2. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	# hours per person per week	Description of duties <i>If positions are seasonal, please indicate months of service.</i>
	none		

Independent contractors and consultants

Role	# of contractors Individuals or companies
LSSNCA works with the families we help here in Greenbelt	one
However, the recent Federal budget cuts have severely hampered their ability to function.	

3. **City staff disclosure.** If any of your Board members or key staff persons are City of Greenbelt employees, please provide their name, Department and job title below.

none currently

4. **Volunteers**

July 2023-June 2024 30 July 2024-June 2025 35 July 2025-June 2026 (projected) 50

Current year: % Greenbelt residents 80 % Non-residents 20

% ages 12 and under 10 % 13-17 yrs. 10 % 18-59 yrs. 40 % 60+ yrs. 40

_____ Please describe the ways in which volunteers contribute to your organization.

Volunteers donate time, assistance, furnishings and money. The three families (three adults, three children) here have received furnished apartments, all with donated items, ESL tutoring, travel help, benefits help including cash assistance and rent payments help, community integration.

Direct aid recipients (IDP's, Internally Displaced Persons) get both money and necessities. We currently have three teams of Ukrainian volunteers (8 persons total) who distribute aid and document the IDP's gifts. One team is in Kharkiv, one in Nikolayev, and one in Sumy. Our goal is that families receive \$100 worth of cash and necessities and singles \$50 worth, less value as the resources dictate. Thus far we have assisted or are assisting over 100 IDP's in Ukraine.

We have a similar program in the city of Karsir in Southern Lebanon. Almost half the houses in Karsir were severely damaged or destroyed in the recent hostilities. The current goal is to assist 20 more families this month. We thus far assisted 30 people in this Lebanese city and are working toward helping another 100 especially now during Ramadan.

5. BACKGROUND CHECK VERIFICATION

To help ensure the safety of young program participants, all staff, contractors, and/or volunteers (age 18+) whom the Recognition Group intends to entrust directly with the care and control of minors (ages 17 & under) must complete a criminal background check. These individuals will undergo a criminal background check at the City's expense through NCSI (National Center for Safety Initiatives). Background checks are valid for only one year and must be resubmitted accordingly. It is the responsibility of each Recognition Group to ensure full compliance with this requirement, throughout the year. If your organization currently conducts background checks mandated by a parent organization, please indicate below. However, the background checks provided by the parent organization must meet or exceed the standards for exclusion of volunteers recommended by the National Recreation and Park Association and adopted by the city (*see next page*). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at aphelan@greenbeltmd.gov or 240-542- 2194.

Please check where applicable for your organization.

- ☐ *I certify that our organization does not work with minors.*
- ☐ *I certify that our organization does work with minors, but we are never in "care and control" of minors
(i.e. – legal parents/guardians are always present with minors)*
- ☒ *I certify that our organization does work with minors and all required individuals will complete background checks through the City of Greenbelt and a roster of these volunteers will be provided to the City.*
- ☐ *I certify that our organization does work with minors and background checks are completed by a parent organization.*

Parent Organization: _____

Frank	Gervasi	President	2/2/2025
NAME	SIGNATURE	TITLE/POSITION	DATE

Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes. Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- **All Sex Offenses – Regardless of the amount of time since offense.**
Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- **All Felony Violence – Regardless of the amount of time since offense.**
Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- **All Felony offenses other than violence or sex within the past 10 years.**
Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- **All Misdemeanor Violence offenses within the past 7 years**
Examples include: simple assault, battery, domestic violence, hit & run, etc.
- **All misdemeanor drug & alcohol offenses within the past 5 years or multiple offenses in the past 10 years.**
Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- **Any other misdemeanor within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.**
Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft – if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case. The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.

- D. **FINANCIAL INFORMATION.** Please include below the funds which you are requesting from the City and the corresponding proposed expenditures. This is a cash budget; do not include any in-kind values.

EXPENSES	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Salaries and wages	none	-0-	-0-	-0-
b. Consultants' fees	none	-0-	-0-	-0-
c. Contractual personnel	none	-0-	-0-	-0-
d. Facility rental		23,167.00	30,000.00	32,000.00
e. Online services	n/a			
f. Dues, memberships, league fees	none	-0-	-0-	-0-
g. Utilities	Internet, share of electric bill	1395.00	1000.00	1000.00
h. Insurance	n/a			
i. Supplies and materials		2500.00	2000.00	2000.00
j. Equipment purchases	n/a			
k. Equipment rental	n/a			
l. Marketing and outreach	n/a			
m. Travel and lodging	n/a			
n. Food/catering	n/a			
o. Awards	n/a			
p. Grants	direct aid	-0-	6000.00	11000.00
q. Payment of debt	n/a			
r. Taxes	n/a			
s. Other	spending money allowances	6500.00	4000.00	4000.00
t. Other				
u. Other				
Total Expenses		33562.00	43,000.00	50,000.00

INCOME	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Sales of goods		-0-	-0-	-0-
b. Admissions		-0-	-0-	-0-
c. Tuition		-0-	-0-	-0-
d. Fees for services rendered		-0-	-0-	-0-
e. Membership dues, registration fees		-0-	-0-	-0-
f. Corporate support		6419.23	6500.00	5000.00
g. Foundation support		-0-	5000.00	-0-
h. Individual donations		10,672.77	23,500.00	20,000.00
i. City of Greenbelt support		20,000.00	5000.00	25,000.00
j. Other grants				
k. Other*				
l. Other*				
m. Other*				
Total Income		37092.00	40,000.00	50,000.00
Net profit or loss	28,289.25 expenses for FY2024 35,000.00 projected expenses for FY 2025	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
Profit (income in excess of expenses)		8802.75	5,000.00	-0-
Loss (expenses in excess of income)	Amount to be made up through the organization's savings (counts toward your grant match)			
	Amount to be made up with borrowed funds (does not count toward your grant match)			

** If you wish to list fund-raising income that doesn't fit into one of the other categories, please specify the nature of your activities in the Description column. Please do not indicate "fund raising", as this is not sufficiently clear.*

If there is an increase or decrease of 50% or more in any individual expense or income line items from one year to the next, you will need to provide an explanation of these variances.

Financial Reserves

Assets	Actual as of June 30, 2024 (Last Fiscal Year)	Projected as of June 30, 2025 (Current Fiscal Year)
a. Checking/savings accounts*	37,092.00	39305 actual thus far, budget 48000.00
b. Restricted operating funds **	-0-	6000.00
c. Restricted capital funds**	-0-	
d. Investments	-0-	-0-
e. Endowment balance	-0-	-0-
f. Planned giving commitments	-0-	-0-
Total Financial Reserves	37,092.00	48000.00

*Unrestricted funds which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

projected 6000.00 restricted to direct aid overseas, \$3600.00 actual to date

Debt

Creditor	Loan purpose	Actual: loan balance as of June 30, 2024 (Last Fiscal Year)	Projected: loan balance as of June 30, 2025 (Current Fiscal Year)
none			
a. Ffrank Gervg		-0-	-0-
b. Ffrank Gervg			
c. Ffrank Gervg			
Total Debt	-0-		

In-Kind Contributions Received

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Description	Actual Totals, Last Fiscal Year July 1, 2023 – June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Pro-bono professional services (legal, accounting, etc)	accounting and legal help donated before 2023	-0-	-0-	-0-
b. Other waived fees	n/a			
c. Donated equipment	household furniture and furnishings	3000.00	200.00	-0-
d. Donated supplies and materials	food, school supplies kitchen utensils	500.00	100.00	500.00
e. Donated travel and lodging costs	n/a			
f. Donated space rental	-n/a			
g. Other	n/a			
Total In-Kind Contributions		3500.00	300.00	500.00

Use of Past Grant Funds

Please provide a summary of all receipts submitted to Greenbelt Recreation for reimbursement during the most recently completed fiscal year in which you received funding. Receipts under \$100 for similar purposes, such as office supplies, can be combined on a single line without specifying a date.

Most recent year of City grant support: July 1, 2024 - June 30, 2025

Grant type – please check one: Project ☒ / Operating ☐

Date of expense	Description of reimbursed expense	Amount
10/1/24- 11/1/24	rental on three apartments project grant	5000.00
8/1/2023- 1/1/2024	utilities and apartment rentals discretionary Council grant	20,000.00
	Total:	25000.00

During Fiscal Year 2026, receipts presented to Greenbelt Recreation for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Ffrank Gervasi Title: President
 Name: Bill Jones Title: Treasurer

F. NARRATIVE. Please address all of the following prompts and questions briefly in four pages or fewer. Number your responses according to the structure below. Save your document as a PDF with the file name: name_of_organization_narrative_FY26.

Program History and Impact

1. **Activities.** Provide a brief historical overview of your organization, including a general description of the organization's sponsored activities. Highlight your greatest achievements during the current and most recently completed years. If known, please comment also on any aspects of your program that are distinctive, creating opportunities that would otherwise be lacking in Greenbelt or the surrounding area. If your programs may appear to duplicate or compete with services currently provided by the City of Greenbelt or other Recognition Groups, please clarify the unique value of your activities.
2. **Partnerships.** If applicable, please provide examples of how your organization has collaborated with other Greenbelt community organizations on program development and/or promotions during the past and current fiscal years. Do you have any plans to collaborate with other Greenbelt organizations in the period of support?
3. **Personal benefit.** How do direct participants and spectators personally benefit from your sponsored activities?
4. **Community benefit.** If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its residents? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Organizational Effectiveness

5. **Diversity, equity and inclusion.** The City's Recognition Group program, as a whole, is intended to serve Greenbelt residents in the full scope of their diversity. How do this organization's activities help the City of Greenbelt achieve the goal of engaging its diverse population?
Has your organization identified any barriers to diverse participation in the activities and/or leadership structure of your group, and if so, how is your group addressing these barriers?
6. **Marketing, outreach and evaluation.** Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?
7. **Challenges.** Please describe your organization's significant long or short-term challenges. How are you addressing them?
8. **Goals.** What are your organization's goals and how are you working toward them?
9. **City support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year, if applicable. How much funding is your organization requesting of the City for FY26? How would these funds be used? Please be as specific as possible.
What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

10. **Matching funds.** Operating grants are capped at a maximum of 50% of an organization's operating budget for the coming year. (Most grant awards are for a smaller percentage.) For every dollar awarded by the City of Greenbelt, an operating grant recipient must also spend at least one dollar from other sources on their program and operating expenses during the period of support. These sources may include the organization's savings as well as new revenues such as: registration fees; donations; sales of memberships, tickets or goods; and other grant income. Loans, planned giving commitments and income channeled into investments or endowment funds would not count toward the match.

How does your organization plan to match your requested City funding in FY26? If your organization experienced a deficit last fiscal year, or if your organization failed to match a City of Greenbelt grant, please also explain the problem and how you are working to correct it this year.

Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving City funding. Your success in meeting your FY25 match may affect your grant amount for FY26.

F. REQUIRED DOCUMENTS: please send the following in PDF format to the address on page 1 in a single email.

1. **Completed application.** Please format your file name as follows: name_of_organization_application_FY26.
2. **Budget variances (if applicable):** explanation of income and expense variations over 50%. See section D. File name format: name_of_organization_variances_FY26
3. **Narrative.** Please format your file name as follows: name_of_organization_narrative_FY26. Limit: 4 pages.
4. **List of programs** reflecting the organization's activities from your previous and current fiscal years (combined into one file). File name: name_of_organization_programs_FY26. You may either scan existing materials such as season schedules or type a combined summary list. Limit: 3 pages.
5. **Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name_of_organization_bios_FY26
6. **OPTIONAL: Up to three letters of support.** Each letter should be no longer than one page. Letters can be combined or attached separately. File name: name_of_organization_letter_1_FY26 (etc).

In the interest of fairness and respect for our panelists' time, please observe all page limitations and refrain from submitting any materials not requested in this application. Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

G. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Greenbelt Recognition Groups and have agreed to abide by the requirements stated therein.

Signature Frank Gervasi Date 2/2/25
Your role within the applicant organization: President and founder

Additional Information

In the past two weeks the new Federal Administration cut off all humanitarian aid to Ukraine as well as c
They also put legal immigrants at risk here. We need to step up our efforts to assist as best we can.

GRACE's 501c3 committed "purpose of charity" is to provide direct aid to refugees in harms way as well
bring refugees and assist them here in the USA.

Dollar amount distribution for FY 2026 will heavily favor overseas work.

Our first family is well on their way to self-sufficiency but still needs some assistance..

Our second refugee has decided to return to her extended family in Ukraine. She will assist us there.

The third family, here less than a year, still requires significant assistance.

Dollar amounts for a \$50,000 budget is \$23,000 here in Greenbelt and \$27,000 abroad.

it should be noted that practically all of the money for Greenbelt will be spent here in Greenbelt.

Greenbelt Refugee Aid Committee - Narrative - FY2026

February 2025, Frank Gervasi, President

1. Activities

I started the Greenbelt Refugee Aid Committee (GRACE) in February of 2022 in reaction to the Russian invasion of Ukraine, which looked like WW2 all over again. Fairly quickly there were 10 million Ukrainians in flight.

With about 75 signatures I petitioned the City Council to provide housing for 2 or 3 Ukrainian families. Council in late February of 2022 unanimously issued a proclamation in support of this endeavor.

With other concerned citizens I did fund and awareness raising events, put up yard signs expressing solidarity with Ukraine, participated in protest marches, wrote News Review articles, and organized. I established a board of directors, became a 501c3 charity, and when President Biden granted 100,000 Ukrainian refugees to enter the US legally, started the process to bring families here.

Learning about a country I previously would have had difficulty finding on a map, I also made a dozen films documenting aspects of this tragedy. The first was with Natasha Buzulokova, a Greenbelt resident working at NASA, relating her Kiev resident brother's terrified reactions to the barrage of missiles hitting his Ukrainian neighborhood.

The second was with Mariya Tsybulnyk, who fled Kharkiv, Ukraine's second largest city, in a film entitled "Kharkiv, Ukraine, My Beautiful, Suffering City". Mariya, now living in Canada, was our first Ukrainian refugee to live here in Greenbelt at a friend's house.

Humanitarian Parole status allowed the families to live and work here. We have currently three apartments rented in Town Center and fully furnished them almost entirely with furniture donated by residents. We then brought in six wonderful Ukrainians, 3 adults and three charming children. None could speak English when they arrived and all are learning well. Two of the three adults have jobs and the three enthusiastic children- a 12 year old boy and two girls aged 9 and 7- are doing well in school and all sorts of community activities.

Our mission includes helping refugees still in harm's way. We send direct aid to trusted sources in Ukraine and are establishing the same in southern Lebanon. We have also helped two Afghan families financially here as well.

2. Partnerships

LSSNCA, or Lutheran Social Services National Capital Area, is located on Greenway Center drive. They help our families with things like getting benefits available to them, legal issues, school placement, and so forth. We work closely with them.

The Old Greenbelt Cinema gave us theater use for our initial fundraiser. They also host the Utopia Film Festival, and we have screened a number of films about the Ukrainian plight at that yearly event.

We filmed and participated in a Rotary Club fundraiser for Ukraine at Buddy Attick Park in 2023, Ric Gordon was instrumental in that event. Rotary has a strong presence in Ukraine and we intend to work more with them.

Greenbelt Access Television provided animation classes free to the children as well as one Afghan refugee to help realize his dream to make a movie about his experiences.

The Greenbelt City government has been a great support in many ways that enrich the lives of especially the children, everything from summer camps to ballet classes to art classes.

As all refugees are in ways traumatized, our first resident adult Anna met with Theresa Simpson at Greenbelt Cares for 12 weeks of therapy she found very helpful.

We are grateful to all these organizations for their assistance.

3. Personal Benefit

I think it is fundamental to almost all people to want to help others in need. Having these families forced from their homes and thriving here is very gratifying. We see the results of direct aid as well since those in the war zones distributing aid give us short videos documenting those our donors contributed to help. In this way we establish a more tangible sense of where our donations go, something large charities can only allude to.

4. Community Benefit

Many people in Greenbelt empathize and are sympathetic to the need and righteous cause of those whose lives have been upended and hurt by aggressions. We want to help and it makes us feel good to do so. Those locals fortunate to know these amazing people are enriched. When we present donations in their home countries we include letters that say "A gift of friendship and support from the people of Greenbelt to ..." and include their names as well as images of our respective cities' flags. It benefits all of us to help others.

5. Diversity, Equity and Inclusion

GRACE started with the aim to assist Ukraine and other suffering areas. We have realized those initial goals and are now branching out to the Muslim community in Lebanon. Our Board member secretary Joyce Campbell worked as a missionary in Africa for over 20 years. I worked with a church group rebuilding a village in Honduras for a period of over two years. I also helped sponsor refugee families from Asia and Romania. Currently this church sponsors one from Afghanistan.

Our group is young and developing its programs. The biggest hurdle is this recent Federal Administration who has thrown all of us, and especially those doing international charity work, into complete disarray. We acknowledge the danger our local Latino population is in and have begun studying our rights and how we can help this group now.

6. Marketing, outreach and evaluation

We have a mailing list with about 150 names. A recent fundraiser letter was sent out and yielded decent results. Word of mouth is our most effective method.. A friend, an immigrant herself, recently got married. In lieu of wedding gifts she suggested donating to a local charity, of which GRACE was included. That led to a very enthusiastic person joining our group, eager to volunteer.

7, Challenges

All of Ukraine is under bombardment, especially the border areas we work in - Sumy and Kharkiv. Most nights are rough, with nightly

bombardments. None of this makes for a good night's sleep or calm nerves. Our teams of volunteers are slowed down in locating, distributing, and documenting recipients. There are health challenges as well that they cope with, exacerbated by intermittent electricity, lack of drinking water and in many ways just surviving.

8. Goals

Our initial goal of 3 households brought to Greenbelt has been met. One current direct aid goal is for at least \$50.00 given to 600 displaced and injured Ukrainian families each in memorandum of 600 children killed by Russia. We set 10%, or \$3000.00 as the start of realizing this effort and achieved that very quickly. One other current goal is to similarly distribute \$1000.00 to villagers in Southern Lebanon.

9. City Support

For FY 2025 the City provided us with \$5000.00 as a Recognition group grant. We spent that on rents. (August 2024) totalled \$3100.00 per month.

We are requesting \$28,400.00 as 50% of our projected budget of \$56,800.00. Most of this money will be used providing direct aid to displaced persons in Ukraine and Lebanon. Rent and living expenses are offset by the incomes of the families.

No in-kind subsidies are anticipated. However, if scholarships are available for children's camps or classes, that would be a welcome offset to enable our funds to be used elsewhere.

10. Matching Funds

Private donations for FY2024	- \$7161.63
Surplus from FY2023 carried over	- \$6756.92
Grant from LSSNCA	- \$6419.23
Total	- \$20,337.78
Greenbelt City Council discretionary grant	- \$20,000.00
Total income for FY2024	- \$40,337.78

Private donations are up significantly and we will match all City funds.

GREENSBURG REFUGEE AID

Table 1

by Quarters	Cum total	2025 Qtr1	2024 Total	2024 Qtr4	2024 Qtr3	P&L	2024 Qtr2	2024 Qtr1	2023 Qtr4	2023 Qtr3	2023 Qtr2	2023 Qtr1	2022 Qtr4
Donations from Persons	\$43,635.33		\$22,700.75	\$6,670.00	\$3,083.90	\$7,161.63	\$5,550.00	\$235.22	\$1,216.41	\$160.00	\$2,510.00	\$2,500.00	\$10,750.00
Grants: LSSNCA, City	\$57,838.46	\$5,000.00	\$37,838.46	\$5,000.00		\$26,419.23		\$6,419.23		\$20,000.00			
DIRECT AID TO UKRAINIANS	\$0.00												
Operations	-\$1,436.65	-\$50.00	-\$942.62		-\$646.00	-\$246.62	-\$50.00			-\$196.62			-\$275.00
Viktoria V & son - rent	-\$5,522.50	-\$972.00	-\$5,522.50	-\$3,888.00	-\$634.50	-\$500.00	-\$500.00						
Viktoria V & son - allowance	-\$5,140.00		-\$5,140.00		-\$1,080.00	-\$2,030.00	-\$2,030.00						
Viktoria V & son - other	-\$7,290.56	-\$110.00	-\$7,290.56	-\$273.00	-\$1,943.56	-\$2,537.00	-\$2,237.00	-\$300.00					
Tatiana O - rent	-\$19,900.01	-\$900.00	-\$18,100.00	-\$2,700.00	-\$2,700.00	-\$7,250.00	-\$2,700.00	-\$2,750.00	-\$1,800.00				
Tatiana O - other	-\$331.80		-\$331.80		-\$24.00	-\$153.90	-\$99.90	-\$54.00					
Anna S & 2 girls - rent	-\$35,614.01	-\$1,143.00	-\$25,897.00	-\$3,129.00	-\$2,979.00	-\$13,213.00	-\$3,246.00	-\$3,330.00	-\$3,307.00	-\$3,330.00	-\$3,080.00		
Anna S & 2 girls - allowance	-\$5,119.06		-\$2,353.00	-\$638.00		-\$1,475.00	-\$60.00	-\$180.00	-\$180.00	-\$1,055.00	-\$1,531.06		
Anna S & 2 girls - other	-\$6,344.44		-\$2,404.23		-\$100.00	-\$1,437.33	-\$799.90	-\$67.00	-\$570.43	\$0.00	-\$3,369.78		
Studio Apt - rent	-\$2,338.74					\$884.63				\$884.63	-\$1,824.00	-\$2,284.00	
Afghan Refugees	-\$415.00					\$0.00							-\$415.00
DIRECT AID TO UKRAINIANS		-\$500.00											
NET CHANGE		\$1,325.00	-\$7,442.50	\$1,042.00	-\$7,023.16	\$5,622.64	-\$6,172.80	-\$26.55	-\$4,641.02	\$16,463.01	-\$7,294.84	\$216.00	\$10,060.00
Bank bal end of Quarter		\$7,723.40		\$6,398.40	\$5,356.40	\$12,379.56	\$12,379.56	\$18,552.36	\$18,578.91	\$23,219.92	\$6,756.92	\$14,051.76	\$13,835.76
Total expenses for Quarter		-\$3,175.00	-\$67,981.71	-\$10,628.00	-\$10,107.06	-\$28,842.80	-\$11,722.80	-\$6,681.00	-\$5,857.43	-\$4,581.62	-\$7,980.84	\$0.00	-\$275.00

Motion: Bill's donation of \$12000 goes \$7000 to Viktoria's rent and \$5000 to Anna's rent, to cover five months each;

if anyone leaves before using it all, two-thirds of the unspent rent is given them for moving expenses (e.g. departed).

Motion: Spend up to \$100 for moving expenses to hire workers next week.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM

OPERATING GRANT APPLICATION INSTRUCTIONS

Fiscal Year 2026

Period of Support: July 1, 2025 – June 30, 2026

Applications and supporting documents are due by 4:30pm on **Monday, February 3, 2025**.
Submit all materials in a single email to: cpracht@greenbeltmd.gov.

For assistance:

contact the Recreation Department's Administrative Coordinator
at 301-397-2200 or cpracht@greenbeltmd.gov

- 1. Please read the Policy and Information Guide for Recognition Groups.** This guide contains important information about the different levels of in-kind and financial support available to community organizations which serve Greenbelt residents. The Guide also provides an overview of several different applications corresponding with these levels of support. Before completing this form, make sure you have selected the application that is the best match with your needs and qualifications.
- 2. Please read the Sample Score Sheet for Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 50% of your score will be based on your organization's program history and impact, and 50% of your score will be based on your organizational effectiveness with respect to leadership, volunteer engagement, and finances.
- 3. Please read this application in full before completing it.** This will help to ensure that your information is presented in the right place and that you have all the information at hand that you will need. Some materials will need to be provided in PDF format; if you need assistance, please contact the Recreation Department Administrative Coordinator. Instructions are provided below for naming your PDF files; you may substitute a commonly used acronym – such as "CHEARS" – in place of the full name of the organization where indicated in the format.
- 4. All questions on this form must be completed.** Incomplete applications will not be presented to the Grant Review Panel and they will be ineligible for funding. You may enter "N/A" for any individual line items which are not applicable to your organization. It is recommended that you keep notes on file detailing how all audience and budget figures have been derived.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM
OPERATING GRANT APPLICATION
Fiscal Year 2026

A. GENERAL INFORMATION

1. Name of organization: _____
2. Year of founding: _____ 3. Website: _____
4. Social media: _____
5. Federal tax ID # (if applicable): _____
6. Contact person: Name _____ Position _____
Telephone [REDACTED] E-mail [REDACTED]
7. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):

[REDACTED]
8. What is the mission of this organization? Whom do you intend to serve?

8. Please indicate the amount of your request here _____ and briefly summarize the intended use of these funds below. Please be as specific as possible.

9. **City of Greenbelt funding status. Please check one.** *(If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.)* The applicant organization is currently:

- _____ a Council-approved Greenbelt Recognition Group receiving in-kind support only;
the organization previously received Recognition Group funding in FY 2023 or FY 2024
- _____ a Council-approved Greenbelt Recognition Group that received an FY25 project grant
- _____ a Council-approved Greenbelt Recognition Group that received an FY25 operating grant

10. Non-profit status. Please check all that apply. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization:

_____ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization

_____ Has applied to the Internal Revenue Service for 501(C)3 status

_____ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

11. Financial need. Please check all that apply.

_____ At the conclusion of FY24, the organization's checking/savings balance was at least 50% of the amount of the organization's total FY25 operating budget. *Restricted operating funds are included; restricted funds for capital projects are excluded.*

_____ The organization is projecting a revenue surplus for FY25.

_____ The organization is projecting a revenue surplus for FY26.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount requested.

B. COMMUNITY MEMBERS SERVED

1. How many people actively participate in your organization's primary, in-person or online programming activities? Include projections and estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. This does not include volunteers or staff.*

July 2023-June 2024 _____ July 2024-June 2025 _____ July 2025-June 2026 (Projected) _____

Current year: % Greenbelt residents/organizations _____ % Non-residents/organizations _____
% ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. _____ % 60+ yrs. _____

2. How many additional people participate in your organization's in-person or online programming activities as audience members, spectators and attendees? *This does not include volunteers or staff.*

July 2023-June 2024 _____ July 2024-June 2025 _____ July 2025-June 2026 (Projected) _____

Current year: % Greenbelt residents _____ % Non-residents _____

% ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. _____ % 60+ yrs. _____

C. KEY PERSONNEL

1. **Governance.** Please list your current Board of Directors or equivalent and the officers of your organization. Please specify whether or not they are Greenbelt residents and whether they receive compensation from the organization for their work in any capacity (employee, contractor, consultant or unpaid).

Name	Greenbelt resident (yes/no)	Title/Role	Compensation Status

Is your organization's leadership representative of the population which you intend to serve?
Please comment.

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2. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	# hours per person per week	Description of duties <i>If positions are seasonal, please indicate months of service.</i>

Independent contractors and consultants

Role	# of contractors <i>Individuals or companies</i>

3. **City staff disclosure.** If any of your Board members or key staff persons are City of Greenbelt employees, please provide their name, Department and job title below.

4. **Volunteers**

July 2023-June 2024 ____ July 2024-June 2025 ____ July 2025-June 2026 (projected) ____

Current year: % Greenbelt residents ____ % Non-residents ____

% ages 12 and under ____ % 13-17 yrs. ____ % 18-59 yrs. ____ % 60+ yrs.

____ Please describe the ways in which volunteers contribute to your organization.

5. BACKGROUND CHECK VERIFICATION

To help ensure the safety of young program participants, all staff, contractors, and/or volunteers (age 18+) whom the Recognition Group intends to entrust directly with the care and control of minors (ages 17 & under) must complete a criminal background check. These individuals will undergo a criminal background check at the City's expense through NCSI (National Center for Safety Initiatives). Background checks are valid for only one year and must be resubmitted accordingly. It is the responsibility of each Recognition Group to ensure full compliance with this requirement, throughout the year. If your organization currently conducts background checks mandated by a parent organization, please indicate below. However, the background checks provided by the parent organization must meet or exceed the standards for exclusion of volunteers recommended by the National Recreation and Park Association and adopted by the city (*see next page*). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at aphelan@greenbeltmd.gov or 240-542- 2194.

Please check where applicable for your organization.

- ☐ *I certify that our organization does not work with minors.*
- ☐ *I certify that our organization does work with minors, but we are never in "care and control" of minors
(i.e. – legal parents/guardians are always present with minors)*
- ☐ *I certify that our organization does work with minors and all required individuals will complete background checks through the City of Greenbelt and a roster of these volunteers will be provided to the City.*
- ☐ *I certify that our organization does work with minors and background checks are completed by a parent organization.*

Parent Organization: _____

NAME	SIGNATURE	TITLE/POSITION	DATE
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Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes. Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- **All Sex Offenses** – *Regardless of the amount of time since offense.*
Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- **All Felony Violence** – *Regardless of the amount of time since offense.*
Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- **All Felony offenses** other than **violence** or **sex** within the past 10 years.
Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- **All Misdemeanor Violence** offenses within the past 7 years
Examples include: simple assault, battery, domestic violence, hit & run, etc.
- **All misdemeanor drug & alcohol offenses** within the past 5 years or multiple offenses in the past 10 years.
Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- **Any other misdemeanor** within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.
Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft – if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case. The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.

- D. **FINANCIAL INFORMATION**. Please include below the funds which you are requesting from the City and the corresponding proposed expenditures. This is a cash budget; do not include any in-kind values.

EXPENSES	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Salaries and wages				
b. Consultants' fees				
c. Contractual personnel				
d. Facility rental				
e. Online services				
f. Dues, memberships, league fees				
g. Utilities				
h. Insurance				
i. Supplies and materials				
j. Equipment purchases				
k. Equipment rental				
l. Marketing and outreach				
m. Travel and lodging				
n. Food/catering				
o. Awards				
p. Grants				
q. Payment of debt				
r. Taxes				
s. Other				
t. Other				
u. Other				
Total Expenses				

INCOME	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Sales of goods				
b. Admissions				
c. Tuition				
d. Fees for services rendered				
e. Membership dues, registration fees				
f. Corporate support				
g. Foundation support				
h. Individual donations				
i. City of Greenbelt support				
j. Other grants				
k. Other*				
l. Other*				
m. Other*				
Total income				
Net profit or loss		Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
Profit (income in excess of expenses)				
Loss (expenses in excess of income)	Amount to be made up through the organization's savings (counts toward your grant match)			
	Amount to be made up with borrowed funds (does not count toward your grant match)			

** If you wish to list fund-raising income that doesn't fit into one of the other categories, please specify the nature of your activities in the Description column. Please do not indicate "fund raising", as this is not sufficiently clear.*

If there is an increase or decrease of 50% or more in any individual expense or income line items from one year to the next, you will need to provide an explanation of these variances.

Financial Reserves

Assets	Actual as of June 30, 2024 (Last Fiscal Year)	Projected as of June 30, 2025 (Current Fiscal Year)
a. Checking/savings accounts*		
b. Restricted operating funds **		
c. Restricted capital funds**		
d. Investments		
e. Endowment balance		
f. Planned giving commitments		
Total Financial Reserves		

*Unrestricted funds which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

Debt

Creditor	Loan purpose	Actual: loan balance as of June 30, 2024 (Last Fiscal Year)	Projected: loan balance as of June 30, 2025 (Current Fiscal Year)
a.			
b.			
c.			
Total Debt			

In-Kind Contributions Received

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Description	Actual Totals, Last Fiscal Year July 1, 2023 – June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Pro-bono professional services (legal, accounting, etc)				
b. Other waived fees				
c. Donated equipment				
d. Donated supplies and materials				
e. Donated travel and lodging costs				
f. Donated space rental				
g. Other				
Total In-Kind Contributions				

Use of Past Grant Funds

Please provide a summary of all receipts submitted to Greenbelt Recreation for reimbursement during the most recently completed fiscal year in which you received funding. Receipts under \$100 for similar purposes, such as office supplies, can be combined on a single line without specifying a date.

Most recent year of City grant support: July 1, ____ - June 30, ____

Grant type – please check one: Project ____ / Operating ____

Date of expense	Description of reimbursed expense	Amount
	Total:	

During Fiscal Year 2026, receipts presented to Greenbelt Recreation for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: _____ Title: _____

Name: _____ Title: _____

F. NARRATIVE. Please address all of the following prompts and questions briefly in four pages or fewer. Number your responses according to the structure below. Save your document as a PDF with the file name: name_of_organization_narrative_FY26.

Program History and Impact

1. **Activities.** Provide a brief historical overview of your organization, including a general description of the organization's sponsored activities. Highlight your greatest achievements during the current and most recently completed years. If known, please comment also on any aspects of your program that are distinctive, creating opportunities that would otherwise be lacking in Greenbelt or the surrounding area. If your programs may appear to duplicate or compete with services currently provided by the City of Greenbelt or other Recognition Groups, please clarify the unique value of your activities.
2. **Partnerships.** If applicable, please provide examples of how your organization has collaborated with other Greenbelt community organizations on program development and/or promotions during the past and current fiscal years. Do you have any plans to collaborate with other Greenbelt organizations in the period of support?
3. **Personal benefit.** How do direct participants and spectators personally benefit from your sponsored activities?
4. **Community benefit.** If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its residents? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Organizational Effectiveness

5. **Diversity, equity and inclusion.** The City's Recognition Group program, as a whole, is intended to serve Greenbelt residents in the full scope of their diversity. How do this organization's activities help the City of Greenbelt achieve the goal of engaging its diverse population?
Has your organization identified any barriers to diverse participation in the activities and/or leadership structure of your group, and if so, how is your group addressing these barriers?
6. **Marketing, outreach and evaluation.** Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?
7. **Challenges.** Please describe your organization's significant long or short-term challenges. How are you addressing them?
8. **Goals.** What are your organization's goals and how are you working toward them?
9. **City support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year, if applicable. How much funding is your organization requesting of the City for FY26? How would these funds be used? Please be as specific as possible.
What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

- 10. Matching funds.** Operating grants are capped at a maximum of 50% of an organization's operating budget for the coming year. (Most grant awards are for a smaller percentage.) For every dollar awarded by the City of Greenbelt, an operating grant recipient must also spend at least one dollar from other sources on their program and operating expenses during the period of support. These sources may include the organization's savings as well as new revenues such as: registration fees; donations; sales of memberships, tickets or goods; and other grant income. Loans, planned giving commitments and income channeled into investments or endowment funds would not count toward the match.

How does your organization plan to match your requested City funding in FY26? If your organization experienced a deficit last fiscal year, or if your organization failed to match a City of Greenbelt grant, please also explain the problem and how you are working to correct it this year.

Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving City funding. Your success in meeting your FY25 match may affect your grant amount for FY26.

F. REQUIRED DOCUMENTS: please send the following in PDF format to the address on page 1 in a single email.

- 1. Completed application.** Please format your file name as follows:
name_of_organization_application_FY26.
- 2. Budget variances (if applicable):** explanation of income and expense variations over 50%. See section D. File name format: name_of_organization_variances_FY26
- 3. Narrative.** Please format your file name as follows: name_of_organization_narrative_FY26. **Limit: 4 pages.**
- 4. List of programs** reflecting the organization's activities from your previous and current fiscal years (combined into one file). File name: name_of_organization_programs_FY26. You may either scan existing materials such as season schedules or type a combined summary list. Limit: 3 pages.
- 5. Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name_of_organization_bios_FY26
- 6. OPTIONAL: Up to three letters of support.** Each letter should be no longer than one page. Letters can be combined or attached separately. File name: name_of_organization_letter_1_FY26 (etc).

In the interest of fairness and respect for our panelists' time, **please observe all page limitations and refrain from submitting any materials not requested in this application.** Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

G. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Greenbelt Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature _____ Date _____

Your role within the applicant organization: _____

Additional Information

1. Organizational history and activities.

Greenbelt Babe Ruth Baseball has provided athletic opportunities for youth in and around the city for well over 30 years. The program was well established when Bob Sonneveldt took over it in 1984. The number of teams we support varies from year to year as participation levels fluctuate. Over the past 15 years there has been a relatively stable number of teams we support: one Junior level team (ages 13-15) and one Senior level team (ages 16-18). This past spring both of our teams had completely filled rosters. Our teams play their games in the Prince George's County Babe Ruth League and individual players have the opportunity at the end of the season to try out for the Prince George's County All Star teams at their respective age levels which then participate in the Babe Ruth State Tournament. We have also had full rosters consistently for our fall program which consists of one combined team (ages 13-18).

In 2017, 2018, and again in 2021 we participated in the Greenbelt Labor Day Parade. Our season continues in the Fall, and we have had consistent participation levels for the past several years for our fall program. This past October we returned to selling concessions at Fall Fest for the first time since 2019.

For the past three years we have been working with Greenbelt Youth Baseball to work on methods to better connect younger players from their program to our program as they progress to an older and more advanced level of play. Greenbelt Youth Baseball supports baseball players from Little League age up until 14 but once they reach this age they move on to our program.

2. Partnerships.

Over the past year we have strengthened our partnership with Greenbelt Youth Baseball to create an effective bridge between our programs. We have developed a working partnership with the baseball program at Eleanor Roosevelt High School to prepare players for their high school careers and provide playing opportunities after their season has concluded. We also work in collaboration with the Greenbelt Recreation Department to provide concessions for Fall Fest.

3. Personal benefit.

Participants in our program benefit from our multifaceted approach. Individuals on our teams develop their skill sets in baseball and many of our participants use these skills and the time with our program to improve their skills so that they can play for area high school teams. A large portion of both the Junior Varsity and Varsity baseball teams at Eleanor Roosevelt High School (as well as several other local schools) play for our organization during the late spring and summer months. In addition to baseball skills, we strive to develop physically fit young adults. Our participants are held accountable to being respectful and hardworking both on and off the field. This includes our players participating in regular field maintenance and an emphasis of developing a strong work ethic on the field and in the classroom.

As a program in the past year we several years we have started an emphasis on addressing nutrition with our players. This past year we have begun to incorporate portions of our program where we address the mental aspect of sports, mindfulness, and meditation. We are also researching future opportunities for community service activities as a team once society returns to a safer state from the pandemic. Finally, we have had several players recently go on to play baseball collegiately and several return to begin assisting on our coaching staff. Spectators are provided with a safe and family friendly environment that is situated in the heart of the city's recreation facilities. Our teams have also evolved a larger community and family environment that supports all participants.

4. Community benefit. If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its citizens? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Our program provides opportunities for our youth to stay physically active and we strive to instill these beliefs in our players so that they carry them with them after their participation in our program concludes. In recent years, we have included an increased emphasis in our program on nutrition, mindfulness, and meditation. It is our hope to develop the entire individual who comes out for our program. Nutrition, mindfulness, and mental health are aspects of personal health that can often be overlooked and as such, we have made a concerted effort to focus on them. We are striving to create a family friendly and community developing atmosphere at Braden Field during the spring and summer months. We are striving each year to bring more Greenbelters together for our games at Braden Field to add to the already vibrant sense of community in Greenbelt. Our program stresses the following program values:

Generosity: We think not first of what we need but the needs of others and the world around us. We give of ourselves to our teammates, community, and all who we come into contact with to spread compassion and togetherness.

Quest: A journey of self-improvement and growth. We actively seek improvement as individuals and the acquisition of knowledge in all aspects of life through dedication and the willingness to change.

Positivity: Have a day. Each moment represents an opportunity for accomplishment. We focus on what we can control and believe in the power of can. All things are possible.

Joy: We brighten the world around us through the appreciation of our surroundings and the opportunities before us—big and small. We strive to be the best versions of ourselves by bringing energy, passion, and excitement to each task and moment.

Organizational Effectiveness

5. Diversity, equity, and inclusion. The City's Recognition Group program, as a whole, is intended to serve Greenbelt residents in the full scope of their diversity. How do this organization's activities help the City of Greenbelt achieve the goal of engaging its diverse

population? Has your organization identified any barriers to diverse participation in the activities and/or leadership structure of your group, and if so, how is your group addressing these barriers?

To fill our teams, we reach out to all parts of the City. We typically have a wide range of participants involved in our program, from the City Center to Greenbelt East and Greenbelt West. All parts of the city are covered on our team. As other baseball programs in the area have lessened we have even had to take in additional players from other locations who are without a local team. Our coaching staff is diversified in age, background, and gender.

We have yet to have a female player come out for our program but we are open to it. One of our coaches does a lot of the local softball level and is an encouraging factor in keeping young girls engaged in the sport as they get older.

6. Marketing, outreach and evaluation. Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?

Each year we communicate with prospective participants through ads in the News Review, communication with Greenbelt Little League representatives, local high school coaches, representatives for the Prince George's Babe Ruth League, and word of mouth. We communicate with current participants via email. In the past three years we have tried to increase our communication with the community about our sponsored activities through the posting of our weekly schedule in the News Review and through weekly updates or articles in the News Review. We communicate with players and parents/guardians to evaluate the job we have done at the end of each season. In 2019 for the first time, we posted signs in and around Greenbelt with our game times to raise more awareness about our schedule. We have a website, www.greenbeltbaberuth.com, which we hope will raise interest in our program throughout the city. At the conclusion of each season, we have a team meeting and feedback session with players and parents to find ways to improve our program.

7. Challenges. What are the most significant challenges that your organization is experiencing? How are you addressing these challenges?

One significant challenge we face is maintaining our field to a high level. We have been able to make some improvements over the years by adding and improving certain areas such as the artificial turf mound for practice purposes. The City of Greenbelt has assisted in improving the batting cages and other aspects as well. We are hopeful that the upcoming renovations planned for Braden Field will address many of our longstanding concerns in this area.

8. Goals.

We have several goals as an organization which include maintaining our current levels of participation and if possible, increasing them, supporting the Prince George's Babe Ruth League to attract quality teams to participate in league play, creating the highest quality playing surface for our players possible, and increasing community support and attendance at games. Another goal we have taken on is to incorporate a better awareness and understanding of nutrition, mindfulness, and mental health guidelines for the youth that we serve with an ultimate goal of fostering service driven and community minded young adults.

To reach our goals, having to do with participation levels and community support we are working towards increasing awareness through the News Review and other communication means. We are in discussions with other teams and high schools to try to help support the Prince George's Babe Ruth League's efforts to create a competitive league year in and year out. As a team we work on field maintenance after each time we use the field and we have purchased different materials to assist in this process. We have also held multiple online informational sessions for our participants addressing both nutritional and mental health topics.

9. City support.

During the current Fiscal Year, the City of Greenbelt provided Greenbelt Babe Ruth \$3,500. For Fiscal Year 2025 we are again requesting \$3,500. We would use these funds to directly support the participants at each of our age levels. Our main goal for the upcoming year is to update our practice equipment and uniforms as needed.

10. Matching funds.

We plan to match our requested city funding amount of \$3,500 through our registration fees for both the spring and fall seasons and fundraising at Fall Fest.

Brief Bios: Greenbelt Babe Ruth

Ian Gleason: 10+ years of experience coaching- Greenbelt Babe Ruth, 5 years of experience coaching- Eleanor Roosevelt High School, 8 years of experience managing- PG Raiders (DC Men's Senior Baseball League), 6 years of experience coaching/managing Prince George's County All Star Team (13–15-year-old age group).

Babe Ruth Certified Baseball coach, MPSSAA Care and Prevention Certification

Patrick Gleason: 10+ years of experience coaching- Greenbelt Babe Ruth, 3 years of experience coaching Prince George's County All Star Team (13–15-year-old age group).

Babe Ruth Certified Baseball coach, MPSSAA Care and Prevention Certification

Ruth Anne White: 10+ years of experience coaching- Prince George's County Babe Ruth league, 4 years of experience coaching Prince George's County All Star Team (13–15-year-old age group).

Wesley Shoemaker: 4 years of experience coaching- Greenbelt Babe Ruth, 4 years of experience coaching Prince George's County All Star Team (13–15-year-old age group).

Benjamin Daniel: 4 years of experience coaching- Greenbelt Babe Ruth, 4 years of experience coaching Prince George's County All Star Team (13–15-year-old age group).

Program Calendar: Greenbelt Babe Ruth

FY24

July 2023: Selected players from Greenbelt Babe Ruth participated in the Babe Ruth State Tournament representing Prince George's County Babe Ruth League All-Star teams in age groups ranging from 13-18.

August-November 2023: Fall practice/games in Prince George's County Babe Ruth Fall League

October 2023: Sell concessions at City of Greenbelt Fall Fest

April-June 2024: Practices for 13-15 Junior Team and 16-18 Senior Team

June-July 2024: Games for 13-15 Junior Team and 16-18 Senior Team

FY25

July 2024: Selected players from Greenbelt Babe Ruth participated in the Babe Ruth State Tournament representing Prince George's County Babe Ruth League All-Star teams in age groups ranging from 13-18.

August-November 2024: Fall practice/games in Prince George's County Babe Ruth Fall League

October 2024: Sold Concessions at Fall Fest

April-June 2025 (scheduled): Practices for 13-15 Junior Team and 16-18 Senior Team

June-July 2025 (scheduled): Games for 13-15 Junior Team and 16-18 Senior Team

Greenbelt Babe Ruth Variances

Expenses

Section I- Marketing/Outreach

FY24 \$111.25

FY25 \$640.00

FY26 \$680.00

In FY24 our marketing and outreach consisted of only maintaining our website and placing a News Review Ad. In the current year we continued with both of these but also sold concessions at Fall Fest as a means of community outreach and fundraising. The concessions bought for this are the reason for the increase in expenses in this category.

Income

Section K-Other (Fall Fest Concessions)

FY24 \$0.00

FY25 \$610.00

FY26 \$700.00

In FY24 we were unable to sell concessions at Fall Fest due to the event being rescheduled and a prior conflict with the rescheduled date. During FY25 we sold concessions for the first time since prior to the COVID-19 Pandemic and hope to improve on our profit in the coming year.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM

OPERATING GRANT APPLICATION INSTRUCTIONS

Fiscal Year 2026

Period of Support: July 1, 2025 – June 30, 2026

Applications and supporting documents are due by 4:30pm on **Monday, February 3, 2025**.
Submit all materials in a single email to: cpracht@greenbeltmd.gov.

For assistance:

contact the Recreation Department's Administrative Coordinator
at 301-397-2200 or cpracht@greenbeltmd.gov

- 1. Please read the Policy and Information Guide for Recognition Groups.** This guide contains important information about the different levels of in-kind and financial support available to community organizations which serve Greenbelt residents. The Guide also provides an overview of several different applications corresponding with these levels of support. Before completing this form, make sure you have selected the application that is the best match with your needs and qualifications.
- 2. Please read the Sample Score Sheet for Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 50% of your score will be based on your organization's program history and impact, and 50% of your score will be based on your organizational effectiveness with respect to leadership, volunteer engagement, and finances.
- 3. Please read this application in full before completing it.** This will help to ensure that your information is presented in the right place and that you have all the information at hand that you will need. Some materials will need to be provided in PDF format; if you need assistance, please contact the Recreation Department Administrative Coordinator. Instructions are provided below for naming your PDF files; you may substitute a commonly used acronym – such as "CHEARS" – in place of the full name of the organization where indicated in the format.
- 4. All questions on this form must be completed.** Incomplete applications will not be presented to the Grant Review Panel and they will be ineligible for funding. You may enter "N/A" for any individual line items which are not applicable to your organization. It is recommended that you keep notes on file detailing how all audience and budget figures have been derived.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM
OPERATING GRANT APPLICATION
Fiscal Year 2026

A. GENERAL INFORMATION

1. Name of organization: Greenbelt Municipal Swim Team
2. Year of founding: 1957 3. Website: http://www.greenbeltswimteam.com
4. Social media: https://www.facebook.com/GMSTBarracudas; https://www.instagram.com/greenbelt_swimteam/
5. Federal tax ID # (if applicable): [REDACTED]
6. Contact person: Name Laura Hebert Position President
Telephone [REDACTED] E-mail [REDACTED]@[REDACTED].[REDACTED]
7. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):
[REDACTED]
8. What is the mission of this organization? Whom do you intend to serve?

Greenbelt Municipal Swim Team serves the youth of Greenbelt and the surrounding communities. Our mission is to promote swimming as a lifelong activity, to help each swimmer achieve her or his personal best as an athlete and as a person, and to advocate swimming as a family participation sport.

8. Please indicate the amount of your request here \$10,000 and briefly summarize the intended use of these funds below. Please be as specific as possible.

GMST plans to use \$10000 towards paying the salaries of coaches during the summer season.

9. City of Greenbelt funding status. Please check one. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization is currently:

☐ a Council-approved Greenbelt Recognition Group receiving in-kind support only;
the organization previously received Recognition Group funding in FY 2023 or FY 2024

☐ a Council-approved Greenbelt Recognition Group that received an FY25 project grant

☒ a Council-approved Greenbelt Recognition Group that received an FY25 operating grant

10. Non-profit status. Please check all that apply. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization:

- ☒ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
- ☐ Has applied to the Internal Revenue Service for 501(C)3 status
- ☐ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

11. Financial need. Please check all that apply.

- ☒ At the conclusion of FY24, the organization's checking/savings balance was at least 50% of the amount of the organization's total FY25 operating budget. *Restricted operating funds are included; restricted funds for capital projects are excluded.*
- ☐ The organization is projecting a revenue surplus for FY25.
- ☐ The organization is projecting a revenue surplus for FY26.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount requested.

The amount requested is about 29% of total operating costs for a year. GMST would need to raise registration fees significantly in order to cover this amount, and this would run contrary to our mission of serving the community's children.

B. COMMUNITY MEMBERS SERVED

1. How many people actively participate in your organization's primary, in-person or online programming activities? Include projections and estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. This does not include volunteers or staff.*

July 2023-June 2024 220 July 2024-June 2025 230 July 2025-June 2026 (Projected) 250

Current year: % Greenbelt residents/organizations % Non-residents/organizations %
ages 12 and under 70 % 13-17 yrs. 29 % 18-59 yrs. 1 % 60+ yrs. 0

2. How many additional people participate in your organization's in-person or online programming activities as audience members, spectators and attendees? *This does not include volunteers or staff.*

July 2023-June 2024 430 July 2024-June 2025 430 July 2025-June 2026 (Projected) 450

Current year: % Greenbelt residents 60 % Non-residents 40
% ages 12 and under 20 % 13-17 yrs. 10 % 18-59 yrs. 60 % 60+ yrs. 10

C. KEY PERSONNEL

- 1. Governance.** Please list your current Board of Directors or equivalent and the officers of your organization. Please specify whether or not they are Greenbelt residents and whether they receive compensation from the organization for their work in any capacity (employee, contractor, consultant or unpaid).

Name	Greenbelt resident (yes/no)	Title/Role	Compensation Status
Laura Hebert	yes	President	unpaid
David Downs	yes	Vice-President	unpaid
Christine Nickel	yes	Treasurer	unpaid
Tassia Prosper	no	Member-At-Large	unpaid
Michele Wright	no	Member-At-Large	unpaid
Elizabeth Murray	yes	Secretary	unpaid
Johanna Moore	yes	PMSL Representative	unpaid
Jennifer Mullinax	yes	Member-At-Large	unpaid

Is your organization's leadership representative of the population which you intend to serve?
Please comment.

Yes. Board members are primarily Greenbelt residents, but also include parents from surrounding communities, including Severn Crossing. Approximately 60% of the Board and 60% of the swimmers are Greenbelt residents. The team includes swimmers from ages 5-18 and Board members are parents/guardians to swimmers ranging from 5-17.

- 2. Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	# hours per person per week	Description of duties <i>If positions are seasonal, please indicate months of service.</i>
Head Coach	1	8-10	Coordinates with assistant coaches in planning practices and swim meets; swimmer development and training.
Assistant Coach	4-6	10-20	Support Head Coach by implementing the swim practices and assisting during swim meets; swimmer development and training.

Independent contractors and consultants

Role	# of contractors <i>Individuals or companies</i>
N/A	

3. **City staff disclosure.** If any of your Board members or key staff persons are City of Greenbelt employees, please provide their name, Department and job title below.

N/A

4. **Volunteers**

180190200

July 2023-June 2024 July 2024-June 2025 July 2025-June 2026 (projected)

6040

Current year: % Greenbelt residents % Non-residents

0108010

% ages 12 and under % 13-17 yrs. % 18-59 yrs. % 60+ yrs.

Please describe the ways in which volunteers contribute to your organization.

Volunteer parents of swimmers comprise the team's governing Board and have overall responsibility for the team. Team parents also volunteer to run every swim meet by setting up the pool area, officiating, timing races, selling concessions, organizing swimmers, and then re-setting the pool area at the meet's conclusion. Outside of swim meets, parent volunteers run fund-raising events and out-reach programs for the team.

5. BACKGROUND CHECK VERIFICATION

To help ensure the safety of young program participants, all staff, contractors, and/or volunteers (age 18+) whom the Recognition Group intends to entrust directly with the care and control of minors (ages 17 & under) must complete a criminal background check. These individuals will undergo a criminal background check at the City's expense through NCSI (National Center for Safety Initiatives). Background checks are valid for only one year and must be resubmitted accordingly. It is the responsibility of each Recognition Group to ensure full compliance with this requirement, throughout the year. If your organization currently conducts background checks mandated by a parent organization, please indicate below. However, the background checks provided by the parent organization must meet or exceed the standards for exclusion of volunteers recommended by the National Recreation and Park Association and adopted by the city (*see next page*). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at aphelan@greenbeltmd.gov or 240-542- 2194.

Please check where applicable for your organization.

☐

I certify that our organization does not work with minors.

☐

*I certify that our organization does work with minors, but we are never in "care and control" of minors
(i.e. – legal parents/guardians are always present with minors)*

☒

I certify that our organization does work with minors and all required individuals will complete background checks through the City of Greenbelt and a roster of these volunteers will be provided to the City.

☐

I certify that our organization does work with minors and background checks are completed by a parent organization.

Parent Organization: _____

Laura Hebert

LBH

President

2/1/25

NAME

SIGNATURE

TITLE/POSITION

DATE

Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes. Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- **All Sex Offenses** – *Regardless of the amount of time since offense.*
Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- **All Felony Violence** – *Regardless of the amount of time since offense.*
Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- **All Felony offenses** other than **violence** or **sex** within the past 10 years.
Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- **All Misdemeanor Violence** offenses within the past 7 years
Examples include: simple assault, battery, domestic violence, hit & run, etc.
- **All misdemeanor drug & alcohol offenses** within the past 5 years or multiple offenses in the past 10 years.
Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- **Any other misdemeanor** within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.
Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft – if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case. The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.

- D. **FINANCIAL INFORMATION**. Please include below the funds which you are requesting from the City and the corresponding proposed expenditures. This is a cash budget; do not include any in-kind values.

EXPENSES	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Salaries and wages		20752	15753	24000
b. Consultants' fees				
c. Contractual personnel				
d. Facility rental		6706	8187	8200
e. Online services				
f. Dues, memberships, league fees	PMSL fees	300	300	300
g. Utilities				
h. Insurance		950	950	950
i. Supplies and materials				
j. Equipment purchases	flins, stopwatches and lane placards; lane ropes and spool for Severn Cro	7626.70	3000.00	1250.00
k. Equipment rental				
l. Marketing and outreach	team flyer printing; team banner	200.00	200.00	200.00
m. Travel and lodging				
n. Food/catering	team banquet and team potluck	930.88	1000.00	950.00
o. Awards	ribbons and trophies	3260	2500	2750
p. Grants				
q. Payment of debt				
r. Taxes		1113.75	2528.45	1200.00
s. Other	invitational meet fees	400	400	400
t. Other	swimmer t-shirts and caps	800	3951.63	4000.00
u. Other				
Total Expenses		43039.33	38770.08	44200.00

INCOME	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Sales of goods	concessions at home meets	2500	0	3000
b. Admissions				
c. Tuition				
d. Fees for services rendered				
e. Membership dues, registration fees	registration and caps and t-shirts	22000	28650.15	28000.00
f. Corporate support				
g. Foundation support				
h. Individual donations				
i. City of Greenbelt support		10000	10000	10000
j. Other grants				
k. Other*	Chipotle Fundraiser	233.43	111.11	200.00
l. Other*	Swim-a-Thon	3029.89	0	3000.00
m. Other*				
Total income		37763.32	38761.26	44200.00
Net profit or loss		Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
Profit (income in excess of expenses)				0.00
Loss (expenses in excess of income)	Amount to be made up through the organization's savings (counts toward your grant match)	-5276.01	-8.82	
	Amount to be made up with borrowed funds (does not count toward your grant match)			

** If you wish to list fund-raising income that doesn't fit into one of the other categories, please specify the nature of your activities in the Description column. Please do not indicate "fund raising", as this is not sufficiently clear.*

If there is an increase or decrease of 50% or more in any individual expense or income line items from one year to the next, you will need to provide an explanation of these variances.

Financial Reserves

Assets	Actual as of June 30, 2024 (Last Fiscal Year)	Projected as of June 30, 2025 (Current Fiscal Year)
a. Checking/savings accounts*	38442.90	32900.00
b. Restricted operating funds **		
c. Restricted capital funds**		
d. Investments		
e. Endowment balance		
f. Planned giving commitments		
Total Financial Reserves	38442.90	32900.00

*Unrestricted funds which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

N/A

Debt

Creditor	Loan purpose	Actual: loan balance as of June 30, 2024 (Last Fiscal Year)	Projected: loan balance as of June 30, 2025 (Current Fiscal Year)
a. Christine Nicl			
b. Christine Nicl			
c. Christine Nicl			
Total Debt	N/A		

In-Kind Contributions Received

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Description	Actual Totals, Last Fiscal Year July 1, 2023 – June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Pro-bono professional services (legal, accounting, etc)				
b. Other waived fees				
c. Donated equipment				
d. Donated supplies and materials				
e. Donated travel and lodging costs				
f. Donated space rental				
g. Other				
Total In-Kind Contributions	N/A			

Use of Past Grant Funds

Please provide a summary of all receipts submitted to Greenbelt Recreation for reimbursement during the most recently completed fiscal year in which you received funding. Receipts under \$100 for similar purposes, such as office supplies, can be combined on a single line without specifying a date.

Most recent year of City grant support: July 1, 2024 - June 30, 2025

Grant type – please check one: Project / Operating X

Date of expense	Description of reimbursed expense	Amount
N/A		
	Total:	

During Fiscal Year 2026, receipts presented to Greenbelt Recreation for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Christine Nickel Title: GMST Treasurer

Name: Laura Hebert Title: GMST President

F. NARRATIVE. Please address all of the following prompts and questions briefly in four pages or fewer. Number your responses according to the structure below. Save your document as a PDF with the file name: name_of_organization_narrative_FY26.

Program History and Impact

1. **Activities.** Provide a brief historical overview of your organization, including a general description of the organization's sponsored activities. Highlight your greatest achievements during the current and most recently completed years. If known, please comment also on any aspects of your program that are distinctive, creating opportunities that would otherwise be lacking in Greenbelt or the surrounding area. If your programs may appear to duplicate or compete with services currently provided by the City of Greenbelt or other Recognition Groups, please clarify the unique value of your activities.
2. **Partnerships.** If applicable, please provide examples of how your organization has collaborated with other Greenbelt community organizations on program development and/or promotions during the past and current fiscal years. Do you have any plans to collaborate with other Greenbelt organizations in the period of support?
3. **Personal benefit.** How do direct participants and spectators personally benefit from your sponsored activities?
4. **Community benefit.** If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its residents? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Organizational Effectiveness

5. **Diversity, equity and inclusion.** The City's Recognition Group program, as a whole, is intended to serve Greenbelt residents in the full scope of their diversity. How do this organization's activities help the City of Greenbelt achieve the goal of engaging its diverse population?
Has your organization identified any barriers to diverse participation in the activities and/or leadership structure of your group, and if so, how is your group addressing these barriers?
6. **Marketing, outreach and evaluation.** Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?
7. **Challenges.** Please describe your organization's significant long or short-term challenges. How are you addressing them?
8. **Goals.** What are your organization's goals and how are you working toward them?
9. **City support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year, if applicable. How much funding is your organization requesting of the City for FY26? How would these funds be used? Please be as specific as possible.
What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

- 10. Matching funds.** Operating grants are capped at a maximum of 50% of an organization's operating budget for the coming year. (Most grant awards are for a smaller percentage.) For every dollar awarded by the City of Greenbelt, an operating grant recipient must also spend at least one dollar from other sources on their program and operating expenses during the period of support. These sources may include the organization's savings as well as new revenues such as: registration fees; donations; sales of memberships, tickets or goods; and other grant income. Loans, planned giving commitments and income channeled into investments or endowment funds would not count toward the match.

How does your organization plan to match your requested City funding in FY26? If your organization experienced a deficit last fiscal year, or if your organization failed to match a City of Greenbelt grant, please also explain the problem and how you are working to correct it this year.

Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving City funding. Your success in meeting your FY25 match may affect your grant amount for FY26.

F. REQUIRED DOCUMENTS: please send the following in PDF format to the address on page 1 in a single email.

1. **Completed application.** Please format your file name as follows:
name_of_organization_application_FY26.
2. **Budget variances (if applicable):** explanation of income and expense variations over 50%. See section D. File name format: name_of_organization_variances_FY26
3. **Narrative.** Please format your file name as follows: name_of_organization_narrative_FY26. **Limit: 4 pages.**
4. **List of programs** reflecting the organization's activities from your previous and current fiscal years (combined into one file). File name: name_of_organization_programs_FY26. You may either scan existing materials such as season schedules or type a combined summary list. Limit: 3 pages.
5. **Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name_of_organization_bios_FY26
6. **OPTIONAL: Up to three letters of support.** Each letter should be no longer than one page. Letters can be combined or attached separately. File name: name_of_organization_letter_1_FY26 (etc).

In the interest of fairness and respect for our panelists' time, **please observe all page limitations and refrain from submitting any materials not requested in this application.** Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

G. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Greenbelt Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature Laura Hebert Date 2/1/25

Your role within the applicant organization: President

Additional Information

NARRATIVE

1. Benefit to the community

1.1 Organizational History and Activities

The Greenbelt Municipal Swim Team (GMST) was established in 1957 and in 1959 became a charter member of PMSL, the Prince-Mont Swim League. The team's governing board, the Greenbelt Aquatic Boosters, was organized in the late 1960s. The team's mission is the promotion of swimming as a lifelong activity in order to help each swimmer achieve her or his personal best as an athlete and as a person, and the advocacy of swimming as a family participation sport.

In the summer of 2024 GMST competed in Division C of PMSL (the third of six divisions). We again won the Saum-Hilton trophy, which is given to the team that most improves over its initial seeding. Additionally, nineteen GMST swimmers qualified to compete in the league-wide All-Star Meet.

GMST offers a healthy outlet in which young people can be active while connecting with old friends and making new ones. Many swimmers return each summer just to catch up with those they do not have a chance to see during the school year. GMST also runs one of the only non-competitive year-round swim programs in the area. Other full-year programs (also known as "club teams") charge significantly more and have prohibitively demanding practice schedules. GMST's programs allows swimmers to stay in touch with swimming while also giving them room to explore other activities.

1.2 Partnerships

The team has been, and plans to continue to be, an active participant in outreach activities to the Greenbelt community. In September of 2024 the team extended its decade-long tradition of marching in the city's Labor Day Parade; this is also an exciting event for the kids. GMST was proud to win for "Best Community" in the parade! GMST also hosted informational booths at Fall Fest, the Green Man Festival, and Winter Fest sponsored by the Greenbelt Venture Crew to spread the word about our team and to encourage new swimmers to join.



1.3 Personal Benefit

GMST includes swimmers between ages 5 (our “Developmental” program) and 18. Participating youths learn a valuable life skill, engage in regular aerobic exercise, and make friends with whom they might not otherwise come in contact. Spectators at our summer swim meets can enjoy the thrill of an athletic contest while cheering on a local team.

1.4 Community Benefit

The Greenbelt Municipal Swim Team is one of the oldest continually operational organizations in the city and thus a strong thread tying together its past, present, and future. It offers Greenbelt families a well-run, long-established, year-round athletic program for the benefit of youths ages 5-18. Several current parents of swimmers have themselves been “Barracudas” in previous years. The majority of swimmers are Greenbelt residents as are most of the coaches. The team also serves as a home-grown training ground for pool lifeguards, and a way for motivated swimmers to have their first assistant coaching experience. And, since non-Greenbelt-resident summer swimmers are also required to be members of the Greenbelt Aquatic and Fitness Center, the swim team indirectly funnels revenue to the city that can be used to enhance the overall community experience.

2. Organizational Effectiveness

2.1 Diversity, Equity and Inclusion

GMST is one of the few summer swim teams that continues to offer practice throughout the year. Doing so, enables our community access to all-year physical fitness, as well as competitive training at a significantly reduced cost compared to winter swim clubs. GMST is therefore helping to open the door to less affluent families and families that value swimming as a fitness and community activity but may not want it to be their priority activity. The City of Greenbelt can take pride in knowing that GMST is one of the most accepting and accessible swim teams in PG County and likely in the DC metro area.

GMST does not currently record demographic information during the registration process, so we are unable to track progress on diversity and inclusion. We have (and will continue) to be accepting and encouraging of all swimmers regardless of race, gender, or religion.

2.2 Marketing, Outreach and Evaluation

Communication with team families is done through an e-mail list (run through Google Groups) and the team’s Facebook account. We also communicate with each separate session group (summer, fall, and spring) through our Active registration software. We attract prospective participants in several ways. The city’s Public Works department displays a banner before the team’s sessions. We print fliers that are posted at GAFC and distributed at local schools. In addition, GAFC hosts an annual team picture (poster-size), a display case, and bulletin board highlighting team accomplishments. We find word-of-mouth recommendations from current parents to be invaluable.

We hold an Annual Meeting at which the Board discusses the state of the team and team families can give feedback. We periodically survey team families to evaluate what needs we are or are not meeting.

2.3 Challenges

A continued challenge is to maintain and strengthen the coaching as we move forward. We are presently looking to fill our Head Coach position, as our previous coach is a federal employee with a return-to-work order.

Another challenge is to rebuild numbers following a loss of new, young swimmers during COVID closures. A reduction in swimmers has also meant more efficient coaching numbers and reduction in other activities due to reduced registration income. GMST has managed these changes well, and we will be challenged to manage them as both income and expenses are expected to increase post-COVID. We anticipate meeting this challenge and maintaining a steady and balanced budget.

An additional challenge, and positive opportunity, is the merging of Severn Crossing swim team (dissolved in 2021) with GMST. This merger has also contributed additional helpful volunteers, excellent swimmers, and diversity.

2.4 Goals

Goals for the upcoming year are to increase participant numbers. We also plan to increase swim meet concessions, and to participate in more community outreach.

2.5 City support

During fiscal year 2025, the City supported our team through a grant that paid \$10,000 in coaches' summer salaries. In addition, the City also provided in-kind support by hanging our banners at various locations within the city during our membership registration periods. Furthermore, the Greenbelt Aquatic and Fitness Center (GAFC) allows us to rent lanes and to host swim meet competitions during the summer. This includes opening the pool for only our use in early morning practices during the summer and Sunday morning practices during the off-season. For FY2026, we request the City to continue to support \$10,000 in coaches' salaries for summer swimmers. We appreciate the year-round support from the City of Greenbelt and the willingness of GAFC to work with us to enable practice and swim meets.

2.6 Matching funds

While the City grant funds the summer salaries of coaches, the team pays the salaries for coaches during the fall and winter/spring sessions and for lane fees throughout the year. These funds are primarily raised by charging registration fees. We also have several other revenue sources: running concessions during home swim meets, holding fundraising nights at local restaurants, such as Chipotle, and organizing a yearly swim-a-thon in which team swimmers collect pledges tied to the number of laps they can swim. We typically raise approximately \$22,000 - \$24,000 in this manner, which satisfies the city requirement that organizations provide matching funds.

Bios

Coach Bios are documented on our website:

<http://www.greenbeltswimteam.com/about/coaches/>

Our Assistant Coaches have strong ties to GMST, participating on the team during the Summer Session and competing in PMSL dual meets, Divisional Championships, and All-Stars. Three of our coaches are also on local high school swim teams, and one of our coaches is a member of the local FAST swim club. Our Assistant Coaches also have strong ties to the Greenbelt Aquatic and Fitness Center, as two are presently employed as lifeguards.

The GMST President, Laura Hebert, has a competitive swimming background dating back to the YMCA programs in the 1980s and continues to swim regularly at the Greenbelt Aquatic and Fitness Center for exercise. The GMST President, a proud ‘swim Mom’ of four GMST Barracudas, is also aligned with the FAST swim club and maintains communication with other winter/spring swim clubs and summer swim teams to help guide and operate GMST to its full potential.

Program Calendar

1) Practice Schedule

Session	Dates*	Schedule*
Fall	Early September – mid-December	Tue./Thu. afternoons, Sun. mornings
Winter/Spring	Mid-January – mid-May	Tue./Thu. afternoons, Sun. mornings
Summer	Late May – early August	Memorial Day – end of school: Mon.-Thu. afternoons End of school – mid/late July: Mon.-Fri. mornings, Mon.-Thurs. evenings (Severn Crossing Pool)

*specific dates for 2025 and into 2026 possibly affected by necessary indoor pool closure at GAFC

2) Swim Meets

The Prince-Mont Swim League (PMSL) schedule is very similar from year to year. Specific dates are given for 2025, but a similar schedule will apply to 2026.

- Five regular-season PMSL meets: 6/14, 6/28, 7/5, 7/8, 7/12
- PMSL Divisionals: 7/19
- PMSL All-Stars: 7/26

The team also attends “B” meets with different themes that are not PMSL-sponsored. Dates are estimated and depend on the hosting team’s particular schedule, although a similar schedule holds from year to year.

- West Laurel B Meet (non-winners in previous meets): late June
- Knights of Columbus Mini-Meet (ages 10 and under): mid-July

3) Other Team Events (anticipated dates)

- Swim Team Movie Night at Old Greenbelt Theater: May, 2025
- GMST Open House: (held at the start of each Session: Fall, Winter/Spring, Summer)
- Summer Parent Meeting: May, 2025
- Summer Swim Session: May – July, 2025
- Chipotle fundraiser: June, 2025
- Kickoff Potluck Dinner and Social: June, 2025

- Team Tie-Dye and Ice Cream Social: July, 2025
- Swim-a-Thon Team Fundraiser: July, 2025
- GMST Alumni Social: July, 2025
- End-Of-Season Banquet and Pool Party: July, 2025
- Labor Day Parade: September, 2025
- Annual Meeting and Board Elections: September, 2025
- Fall Swim Session: September (pool permitting! – December, 2025)
- Fall Fest (booth sponsor): October, 2025
- Winter/Spring Swim Session: January – May, 2026
- Green Man Festival (booth sponsor): May, 2025
- Venture Crew Winter Wonderland (booth sponsor): December, 2025

Variances

This FY26 grant reflects a normal post-COVID swim team year with a relatively normal budget, for the third time in a number of years. Our income and expense variance reflects increases in lane fees, necessary equipment costs, and adjusting for the proposed indoor pool closure.

1. Expense Variance

Our expenses are primarily for coaches' salaries. We pride ourselves on offering fair and appropriate compensation for our coaches in terms of salary with respect to their experience and familiarity with our swimmers, their strong local ties and continued loyalty to and support of our team. In FY25, our "equipment purchases" category went up significantly. The reason for this is due to a necessary capital expenditure as well as additional purchases to replace failing and worn equipment.

PROJECT GRANT APPLICATION INSTRUCTIONS

Fiscal Year 2026

Updated December 2024

Period of Support: July 1, 2025 – June 30, 2026

Applications and supporting documents are due by **4:30pm on Monday, February 3, 2025.**

Submit all materials by email to cpracht@greenbeltmd.gov.

For assistance:

contact the Recreation Department's Administrative Coordinator
at 301-397-2200 or cpracht@greenbeltmd.gov

Instructions

- 1. Please read the Policy and Information Guide for Recognition Groups.** This guide contains important information about the different levels of in-kind and financial support available to community organizations that serve Greenbelt residents. The Guide also provides an overview of several different applications corresponding with these levels of support. Before completing this form, make sure you have selected the application that is the best match with your needs and qualifications.
- 2. Please read the Sample Score Sheet for Project Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 50% of your score will be based on the merit and feasibility of your proposed project. The remaining 50% will be based on the general strength and operational history of your organization.
- 3. Please read this application in full before you begin to complete it.** This will help to ensure that your information is presented in the right place and that you have all the information at hand that you will need. Some materials will need to be provided in PDF format; if you need assistance, please contact the Recreation Department Administrative Coordinator. Instructions are provided below for naming your PDF files; you may substitute a commonly used acronym – such as “CHEARS” – in place of the full name of the organization where indicated in the format.
- 4. All questions on this form must be completed.** Incomplete applications will not be presented to the Grant Review Panel and they will be ineligible for funding. You may enter “N/A” for any individual line items which are not applicable to your organization. It is recommended that you keep notes on file detailing how all audience and budget figures have been derived.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM
PROJECT GRANT APPLICATION
Fiscal Year 2026

A. GENERAL INFORMATION

1. **Name of organization:** Greenbelt Business Alliance
2. **Year of founding:** 2022 3. **Website:** greenbelt.biz
4. **Social media:** @greenbeltbusinessalliance
5. **Federal tax ID # (if applicable):** [REDACTED]
6. **Contact person:** Name Mona Reza Position Chairperson
Telephone [REDACTED] E-mail [REDACTED]@ [REDACTED]
7. **Organization's mailing address** (not a City of Greenbelt facility; checks will be sent to this address):
[REDACTED]

8. What is the mission of this organization? Whom do you intend to serve?

Our Mission

GBA is a nonprofit membership organization that brings together Greenbelt businesses and organizations to catalyze sustainable economic growth.

What We Do

We provide resources, networking, training, marketing, and mentoring to help Greenbelt businesses and organizations thrive.

How We Do It

GBA fosters collaborative, respectful, and compassionate connections to build a stronger, more diverse, equitable, and inclusive business community.

9. **Please indicate the amount of your request here** 5000 **and briefly summarize the intended use of these funds below. Please be as specific as possible. (Maximum request: \$5,000).**

Awards Gala

During the upcoming year of support, grant recipients will be required to present receipts to the Recreation Department, accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate directly to the purposes specified in this application for which funding was sought and approved.

10. City of Greenbelt funding status. Please check one. The applicant organization is currently:

- ☐ Seeking Recognition Group certification and City funding for the first time.
- ☐ A Council-approved Recognition Group seeking City funding for the first time.
- ☒ A Council-approved Recognition Group which has previously received City funding.

11. Non-profit status. Please check all that apply. The applicant organization:

- ☒ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization
- ☐ Has applied to the Internal Revenue Service for 501(C)3 status
- ☐ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

- ☐ Is not recognized by the Internal Revenue Service as a 501(C)3 not-for-profit Organization, has not applied for this status, and does not have a fiscal sponsor

12. Leaders. Please identify your organization's current key personnel, whether paid or volunteer. Include all those in governance roles (Board of Directors or equivalent), as well as those in key operational roles (General Manager, etc).

Name	Greenbelt resident (yes/no)	Title or role	Indicate all that apply: board, staff, contractor, volunteer
Mona Reza	No	Chairperson	board, volunteer
Joellyn Furmage	No	Chairperson	board, volunteer
Johnine Clark	Yes	Secretary	board, volunteer
Maya Robinson	Yes	Treasurer	board, volunteer

If any of the above personnel are City of Greenbelt employees, please give their name, department and job title here.

N/A

For questions 13 through 15, please provide information for your most recently completed fiscal year (July 1, 2023 – June 30, 2024), if your organization was operating during that time. Estimates may be used if precise numbers are not available. If your organization is in its first year of operations, please check here and provide estimates below for the period of July 1, 2024 – June 30, 2025.

13. Supporting volunteers. *Please do not include Board members or others in governance.*

Total number of volunteers: 2 % Greenbelt residents 100%
% ages 12 and under % 13-17 yrs. % 18-59 yrs. % 60+ yrs.
Briefly describe the volunteers' activities.

Assisted with social media and marketing tasks

14. How many people actively participated in your organization's primary in-person and online programming activities? Include estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. Please do not include volunteers, staff, or spectators.*

Total number of participants: 25 % Greenbelt residents 20
% ages 12 and under % 13-17 yrs. % 18-59 yrs. 15 % 60+ yrs. 10
Briefly explain whom you have included in these figures.

Adults and Seniors

15. How many additional people participated in your organization's primary in-person and online programming activities? as audience members, spectators and attendees (if applicable)? *This does not include volunteers or staff.* Include estimates as needed.

Total number of spectators: 100 % Greenbelt residents 90
% ages 12 and under % 13-17 yrs. % 18-59 yrs. 90 % 60+ yrs. 10
Briefly explain whom you have included in these figures.

Adults and Seniors

16. BACKGROUND CHECK VERIFICATION

To help ensure the safety of young program participants, all staff, contractors, and/or volunteers (age 18+) whom the Recognition Group intends to entrust directly with the care and control of minors (ages 17 & under) must complete a criminal background check. These individuals will undergo a criminal background check at the City's expense through NCSI (National Center for Safety Initiatives). Background checks are valid for only one year and must be resubmitted accordingly. It is the responsibility of each Recognition Group to ensure full compliance with this requirement, throughout the year. If your organization currently conducts background checks mandated by a parent organization, please indicate below. However, the background checks provided by the parent organization must meet or exceed the standards for exclusion of volunteers recommended by the National Recreation and Park Association and adopted by the city (*see next page*). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at aphelan@greenbeltmd.gov or 240-542- 2194.

Please check where applicable for your organization.

☒

I certify that our organization does not work with minors.

☐

*I certify that our organization does work with minors, but we are never in "care and control" of minors
(i.e. – legal parents/guardians are always present with minors)*

☐

I certify that our organization does work with minors and all required individuals will complete background checks through the City of Greenbelt and a roster of these volunteers will be provided to the City.

☐

I certify that our organization does work with minors and background checks are completed by a parent organization.

Parent Organization: _____

Maya Robinson

Maya Robinson

Treasurer

1/30/25

NAME

SIGNATURE

TITLE/POSITION

DATE

Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes. Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- **All Sex Offenses** – *Regardless of the amount of time since offense.*
Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- **All Felony Violence** – *Regardless of the amount of time since offense.*
Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- **All Felony offenses** other than **violence** or **sex** within the past 10 years.
Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- **All Misdemeanor Violence** offenses within the past 7 years
Examples include: simple assault, battery, domestic violence, hit & run, etc.
- **All misdemeanor drug & alcohol offenses** within the past 5 years or multiple offenses in the past 10 years.
Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- **Any other misdemeanor** within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.
Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft – if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case. The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.

B. FINANCIAL INFORMATION

1. **Financial snapshot.** Please provide actual totals for Fiscal Year 2024 (if applicable) and estimates for Fiscal Year 2025. These figures should reflect the full scope of the organization’s operations.

	7/1/23 – 6/30/24	7/1/24 – 6/30/25
City of Greenbelt funding (if applicable)		5000
Total revenues	6540.06	14121.80
Total expenses	1071.01	9214.05
Net profit/loss	5469.05	4907.75
Unrestricted year-end cash balance*	5469.05	4907.75
Restricted year-end cash balance**		

*Cash on hand which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

N/A

- 2. Project budget:** This table pertains only to the specific, proposed project for which funding is being requested. Include your requested City funding amount and the corresponding expenses in this table. This is a cash budget; do not include any in-kind values.

EXPENSES	Amount	Description
a. Salaries and wages		
b. Consultants' fees		
c. Contractual personnel	250	
d. Facility rental	2000	
e. Online services		
f. Insurance		
g. Supplies and materials	300	
h. Equipment purchases		
i. Equipment rental	350	Projector
j. Marketing and outreach	500	
k. Travel and lodging		
l. Food/catering	8500	
m. Awards	250	
n. Other	1000	DJ
o. Other	500	Photographer
p. Other		
Total Expenses	13650	

INCOME	Amount	Description
a. Sales of goods		
b. Admission fees	8650	ticket sales
c. Tuition		
d. Fees for services rendered		
e. Membership dues, registration fees		
f. Corporate support		
g. Foundation support		
h. Individual donations		
i. City of Greenbelt support	5000	
j. Other grants		
k. Organization's savings and/or interest income		
l. Other*		
m. Other*		
n. Other*		
Total Income	13650	

** If you wish to list fund-raising income that doesn't fit into one of the other categories, please specify the nature of your activities in the Description column. Please do not indicate "fund raising", as this is not sufficiently clear.*

C. NARRATIVE: Please address all of the following questions and prompts briefly, in this order, in a narrative of up to three pages. Label your responses “1a”, “1b”, etc. Save your document as a PDF with the file name: name_of_organization_narrative_FY26

1. Proposed project:

- a. Impact.** With as much specificity as possible, describe the project for which you are seeking support. Whom is this project intended to serve? How many Greenbelt residents and non-residents do you hope to engage?

Explain how this project will benefit Greenbelt residents, including direct participants and --if applicable -- the broader Greenbelt community. Does this project provide any unique opportunities to Greenbelt residents that would not otherwise be available?

- b. Feasibility.** What resources will be needed to implement this project, and which of them are already in place? These may include, for example: personnel, funds, facilities, supplies, equipment, and commitments of in-kind support.

Is your organization partnering with any other Greenbelt organizations to achieve this project? If so, please describe how you intend to work together.

- c. City support.** How would City funds be used to support this project? Do you intend to use project grant funds as a match for other funding opportunities?

City matching requirements:

If your organization is awarded a Project Grant for the first time: the organization must contribute at least \$.50 in cash income -- or from savings -- to match every \$1.00 which they are awarded by the City of Greenbelt.

If your organization has previously received City funding: the organization must contribute at least \$1.00 in cash income -- or from savings -- to match every \$1.00 which they are awarded by the City of Greenbelt.

Funds raised from most other sources count toward this match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. The following do NOT count towards the organization's required match: surplus revenues that are added to savings; loans; planned giving commitments; income channeled into investments or endowment funds. Both City project grant funds, and the organization's matching contribution, must be spent on the proposed project during the year of support.

How does your organization plan to match your requested City funding in FY 2026?

Please describe any **in-kind services** you wish to request from the City of Greenbelt to support the proposed project.

2. Organizational capacity:

- a. Programming history.** Provide any comments you think are necessary for reviewers to understand the program summary information which you will be providing as a separate document.

How do you publicize your sponsored activities?

Please highlight any past programs which you believe demonstrate your capability to implement the project proposed in this application.

If your organization was awarded funding from the City of Greenbelt for the current fiscal year, please provide an update on the supported activities.

- b. Diversity, equity and inclusion.** The City's Recognition Group program, as a whole, is intended to serve Greenbelt residents in the full scope of their diversity. How do this organization's activities help the City of Greenbelt achieve the goal of engaging its diverse population?

Has your organization identified any barriers to diverse participation in the activities and/or leadership structure of your group, and if so, how is your group addressing these barriers?

- c. Financial history.** During the past and current fiscal year, how have your organization's activities been funded? Please identify your primary sources of earned and contributed revenue.

Has your organization experienced any financial challenges in the past or current fiscal year, and if so, how have you managed them? These may include, for example, revenue shortfalls, unexpected expenses, or ambitious fundraising campaigns.

D. REQUIRED DOCUMENTS: please send the following in PDF format to the address on page 1 in a single email.

- 1. Completed application.** Please format your file name as follows:
name_of_organization_application_FY26.
- 2. Narrative.** Please format your file name as follows: name_of_organization_narrative_FY26.
Limit: 3 pages.
- 3. List of programs** reflecting the organization's activities from your previous and current fiscal years, as applicable (combined into one file). File name:
name_of_organization_programs_FY26. You may either scan existing materials such as season schedules or type a combined summary list. Limit: 3 pages.
- 4. Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name_of_organization_bios_FY26
- 5. Letter(s) of support.** One letter is required, attesting to the value of the proposed project and the capacity of the organization to complete it. Up to two additional letters may be submitted at the applicant's option. Each letter should be no longer than one page. Letters can be combined or attached separately. File name: name_of_organization_letter_1_FY26 (etc).

In the interest of fairness and respect for our panelists' time, **please observe all page limitations and refrain from submitting any materials not requested in this application.** Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

E. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature S. Mona Reza Date 2/3/2025

Your role within the applicant organization Chairperson

1. Proposed project

We are excited to present a plan for a year of business engagement that will culminate in the second annual Greenbelt Business Alliance Excellence in Business Awards Dinner and Gala (“**Awards Dinner**”). Our first event was a resounding success, we appreciate the initial grant that made that possible.

a. Impact

We are Greenbelt’s only business alliance. As such, we seek to bring together the business community and engage consumers throughout Greenbelt and beyond. The project funds will largely be used for the awards event in January of 2026 and we will spend a smaller portion of the grant award to get the business community excited about the competition and setting up a system for nominations and voting.

Whom is this project intended to serve?

The project has two target audiences:

Business Community

The nominations and awards process will engage members of the business community and create a sense of pride and accomplishment in their Greenbelt based businesses as well as spread awareness of the resources available through the Greenbelt Business Alliance and the City of Greenbelt.

We saw a rise in membership and engagement since our initial event, and we believe that subsequent events provide a real opportunity for both the GBA and the City of Greenbelt to showcase what we offer.

Community at Large

Residents of Greenbelt will be engaged in the nomination and voting process, voting on their favorite businesses in a variety of categories. The results and rankings will also provide the community with information about great businesses in the area.

How many Greenbelt residents and non-residents do you hope to engage?

Our goal is to offer tickets for 150-300 people in 2026. Engagement will be both through targeted mailings and social media engagement so it should reach several thousand people.

Explain how this project will benefit Greenbelt residents, including direct participants and -- if applicable -- the broader Greenbelt community

A stronger business community only benefits the community at large. This project seeks to highlight and reward excellence and create a spirit of friendly competition among the various businesses and industries in Greenbelt. Prince George's County is home to the most minority owned businesses (MBE's) in the country, many of those businesses are right here in Greenbelt. Our community is in the spotlight with the imminent arrival of the FBI, and we believe that highlighting what already makes Greenbelt great is more important than ever at this critical juncture. We also now have the experience of our first awards gala which confirmed the need for connection between the Greenbelt business community and resources found throughout the county and the state.

Does this project provide any unique opportunities to Greenbelt residents that would not otherwise be available?

Absolutely! Our organization was created organically out of a need for an advocate for the business community in Greenbelt. We are constantly learning about new businesses that are hidden treasures. We would like our city's treasures to be widely publicized and receive the accolades they deserve.

By shining a light on our city, we attract new businesses and residents to Greenbelt.

b. Feasibility

What resources will be needed to implement this project, and which of them are already in place?

We require an event space, catering, preparation of a survey, physical awards, and robust marketing and engagement with the community to make the event successful.

Is your organization partnering with any other Greenbelt organizations to achieve this project? If so, please describe how you intend to work together.

Not at this time, however we are seeking to include any organization that will make the event more meaningful for the community.

We are reaching out to businesses who would like to support the Awards Dinner in any capacity that they are able. We would like to utilize as many local vendors as possible, including Martin's Crosswinds for the event itself. We feel that the more inclusive we can be in patronizing local businesses and also involving them in the creation of this event, the more successful the event will be.

As an update, we were able to utilize a local photographer and printer for our event. For the 2026 event we will be seeking greater sponsorship from the community and our partners statewide.

c. City support.

How would City funds be used to support this project?

We will use city funds in conjunction with the ticket sales proceeds in order to fund this event. We understand that if we are awarded a Project Grant (this would be our first time) that we will contribute a \$.50 match for every \$1.00 of grant funds.

Funds raised from most other sources count toward this match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income.

The City project grant funds, and Greenbelt Business Alliance's matching contribution, shall be spent on the proposed project during the year of support FY 2025-2026.

How does your organization plan to match your requested City funding in FY 2026?

Last year the plan was to price tickets and tables in order to meet our contribution amount. The event was successful and did in fact exceed that amount, but not by much. For 2026 our plan is to increase our outreach efforts and be more targeted in asking for sponsorships from corporations in the area.

Please describe any in-kind services you wish to request from the City of Greenbelt to support the proposed project

The greatest in-kind support we received from the City of Greenbelt was true partnership in promoting the event and inviting important community members to learn about the work we do. We believe that this continued partnership will open new opportunities for both the City of Greenbelt and the GBA.

2. Organizational capacity

a. Programming history

Provide any comments you think are necessary for reviewers to understand the program summary information which you will be providing as a separate document.

How do you publicize your sponsored activities? Please highlight any past programs which you believe demonstrate your capability to implement the project proposed in this application.

We have had an eventful 2024 which culminated with the awards gala on January 23, 2025. Our previous years, described below, gave us the momentum to execute a successful event and we are seeking to replicate and grow that same event for the 2025/2026 year. We already have a full slate of programming scheduled for 2025.

In November, 2023—within the first full year of Greenbelt Business Alliance’s existence—we presented a small business owners’ panel discussion to an audience of about 80 GBA members and others whose businesses serve the Greenbelt community.

We reached out to the GBA membership to publicize the event, and we used our social media channels to spread the word. The City of Greenbelt’s Economic Development office also used their email and social media to amplify the event. Our publicity called out each of our sponsors, acknowledging their important role.

The conversation during the panel discussion was lively and thought-provoking, with plenty of audience participation and discussion. GBA received great feedback from attendees, who wanted to see us organize more events like this. The event created a meaningful educational opportunity, plus networking and camaraderie among our business community members.

The City of Greenbelt kindly offered \$500 in event sponsorship, and GBA member Greenbelt Cinema opened their doors to host the event. The Greenbelt Co-op grocery store (another GBA member) catered the light breakfast, and several participating GBA member businesses provided items for a giveaway bag received by everyone who attended.

As GBA’s membership grows, we anticipate that our capacity will also grow to create immediately relevant, interesting events for the Greenbelt business community, and to publicize them to a growing audience. Our reach is growing as our membership expands, and by the end of 2024, we are confident in our ability to implement a significantly larger and more involved event. We would love to cap off our second full year with a gala to celebrate Greenbelt businesses, and with City of Greenbelt sponsorship we believe we have the bandwidth to make it a great success.

b. Diversity, equity and inclusion.

The City’s Recognition Group program, as a whole, is intended to serve Greenbelt residents in the full scope of their diversity. How do this organization’s activities help the City of Greenbelt achieve the goal of engaging its diverse population?

Has your organization identified any barriers to diverse participation in the activities and/or leadership structure of your group, and if so, how is your group addressing these barriers?

The Greenbelt Business Alliance was created to champion and be an organized voice for our city’s business community. Prince George’s County is home to the most minority owned businesses (MBE’s) in the country, many of those businesses are right here in Greenbelt. Our

approach, baked into our Mission Statement, is to foster communication and collaboration in a respectful, compassionate, and equitable manner. Through intentional awareness of diversity and inclusion, the Greenbelt Business Alliance will build a stronger business community.

c. Financial history.

During the past and current fiscal year, how have your organization's activities been funded? Please identify your primary sources of earned and contributed revenue. Has your organization experienced any financial challenges in the past or current fiscal year, and if so, how have you managed them? These may include, for example, revenue shortfalls, unexpected expenses, or ambitious fundraising campaigns.

Our activities have largely been sponsored by Greenbelt Business Alliance members, membership dues, and volunteer efforts. The City of Greenbelt has pledged an additional \$8,000 of ARPA funds from 2024 towards the sponsorship of our educational events and training programs scheduled for this year.

We are operating on a small budget and so far we have managed this by minimizing expenses and maximizing the talent within our leadership and membership. We will continue to do this as we grow, but also are planning for increased revenue so that we have the funding needed to expand our reach and make the Greenbelt Business Alliance a voice for ALL Greenbelt businesses.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM
APPLICATION FOR BASIC CERTIFICATION
For new certification or renewal of current status. In-kind services only.

First-time applications are accepted at any time. Applications for renewal of
Recognition Group status for the City's FY26 are due by
4:30pm on Monday, February 3, 2025

Email your completed application to the Recreation Department's
Administrative Coordinator, cpracht@greenbeltmd.gov.

BEFORE COMPLETING THIS APPLICATION:

Please read the Policy and Information Guide for Recognition Groups. This guide contains important information about the different levels of in-kind and financial support available to community organizations that serve Greenbelt residents. The Guide also provides an overview of several different applications corresponding with these levels of support. Before completing this form, make sure you have selected the application that is the best match with your needs and qualifications.

1. Name of organization: _____

Year of founding: _____ **Website:** _____

Social media: _____

Please check one: _____ **new application** _____ **application for renewal of status**

2. Contact person: Name _____ Position _____

Telephone [REDACTED] E-mail [REDACTED]

3. Organization's mailing address (not a City of Greenbelt facility): [REDACTED]

[REDACTED] _____

4. What is the mission of this organization? Whom do you intend to serve? The Chesapeake Education Arts Research Society (CHEARS) is committed to working with partners in collective impact community building projects for the health of all life in the Chesapeake Bay Watershed, and all life globally. We are especially committed to co-learning how to transition to a healthier, low environmental impact, more diverse and just, Food System. We serve all interested persons.

5. Description of your group's activities: Please provide a brief but comprehensive overview of the types of activities your group typically sponsors -- or intends to sponsor -- over the course of a year. If any activities take place outside of Greenbelt, please indicate this. Activities must be open CHEARS projects are organized and implemented by volunteers. In 2025 CHEARS has 8 active projects with activities planned in 2025. 1) Three Sisters Demonstration Gardens and Food Forest; 2) Springhill Lake Earth Squad; 3) International Student Support --Flows; 4) Green Man Festival; 5) Chesapeake Intergenerational Open Seed Quest (CHIO-SQ); 6) Chesapeake Climate Countdown Citizen Science (CCCCS); 7) Great Food Transition (GFT) workshops in Greenbelt Community Kitchen; 8) International Analog Forestry Network (IAFN) Restoration Partnership Demonstration & Training, and partnership with Ujamaa Cooperative Farming Alliance (UCFA) located in Southern PG county and Many Streams Farm in Stewardstown PA.

6. How many people do you anticipate will have actively participated in your organization's primary, in-person and online activities this year? Include estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. Please do not include volunteers or staff.*
Total number of active participants: 70 % Greenbelt residents 90%
% ages 12 and under 20% % 13-17 yrs. 5% % 18-59 yrs. 40% % 60+ yrs. 40% Briefly explain whom you have included in these figures. Included folks actively engaged in our projects, Earth Squad children, Green Man booths, Workshop registrants, adopt a seed participants, Musicians for Green Man,

7. How many additional people do you anticipate will have participated in your organization's primary, in-person and online activities as audience members, spectators and attendees (if applicable)? *This does not include volunteers or staff.*
Total number of spectators: 200 % Greenbelt residents 70%
% ages 12 and under 20% % 13-17 yrs. 10% % 18-59 yrs. 35% % 60+ yrs. 35% Briefly explain whom you have included in these figures.

8. How many people do you anticipate will have volunteered this year to help run your organization and implement your sponsored activities?
Total number of supporting volunteers: 30 % Greenbelt residents 85%
% ages 12 and under 5% % 13-17 yrs. 15% % 18-59 yrs. 40% % 60+ yrs. 40% Briefly describe the volunteers' activities.

9. BACKGROUND CHECK VERIFICATION

To help ensure the safety of young program participants, all staff, contractors, and/or volunteers (age 18+) whom the Recognition Group intends to entrust directly with the care and control of minors (ages 17 & under) must complete a criminal background check. These individuals will undergo a criminal background check at the City's expense through NCSI (National Center for Safety Initiatives). Background checks are valid for only one year and must be resubmitted accordingly. It is the responsibility of each Recognition Group to ensure full compliance with this requirement, throughout the year. If your organization currently conducts background checks mandated by a parent organization, please indicate below. However, the background checks provided by the parent organization must meet or exceed the standards for exclusion of volunteers recommended by the National Recreation and Park Association and adopted by the city (*see next page*). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at aphelan@greenbeltmd.gov or 240-542- 2194.

Please check where applicable for your organization.

- ☐ *I certify that our organization does not work with minors.*
- ☐ *I certify that our organization does work with minors, but we are never in "care and control" of minors (i.e. – legal parents/guardians are always present with minors)*
- ☐ *I certify that our organization does work with minors and all required individuals will complete background checks through the City of Greenbelt and a roster of these volunteers will be provided to the City.*
- ☐ *I certify that our organization does work with minors and background checks are completed by a parent organization.*

Parent Organization: _____

NAME	TITLE/POSITION	DATE
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Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes. Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- **All Sex Offenses** – *Regardless of the amount of time since offense.*
Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- **All Felony Violence** – *Regardless of the amount of time since offense.*
Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- **All Felony offenses** other than **violence** or **sex** within the past 10 years.
Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- **All Misdemeanor Violence** offenses within the past 7 years
Examples include: simple assault, battery, domestic violence, hit & run, etc.
- **All misdemeanor drug & alcohol offenses** within the past 5 years or multiple offenses in the past 10 years.
Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- **Any other misdemeanor** within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.
Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft – if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case. The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public

10. Leaders. However formally or informally your group may be organized, please list your leaders, their roles, and their residency status.

Name	Role	Greenbelt resident (yes/no)

11. Request for support. Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. *Note: Recognition Group certification does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.*

12. Electronic Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the City of Greenbelt's Policy and Information Guide for Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature *margaret Cahalan*

Date: Feb 4 2025
Role: Board Member

Additional Information

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM

OPERATING GRANT APPLICATION INSTRUCTIONS

Fiscal Year 2026

Period of Support: July 1, 2025 – June 30, 2026

Applications and supporting documents are due by 4:30pm on **Monday, February 3, 2025**.
Submit all materials in a single email to: cpracht@greenbeltmd.gov.

For assistance:

contact the Recreation Department's Administrative Coordinator
at 301-397-2200 or cpracht@greenbeltmd.gov

- 1. Please read the Policy and Information Guide for Recognition Groups.** This guide contains important information about the different levels of in-kind and financial support available to community organizations which serve Greenbelt residents. The Guide also provides an overview of several different applications corresponding with these levels of support. Before completing this form, make sure you have selected the application that is the best match with your needs and qualifications.
- 2. Please read the Sample Score Sheet for Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 50% of your score will be based on your organization's program history and impact, and 50% of your score will be based on your organizational effectiveness with respect to leadership, volunteer engagement, and finances.
- 3. Please read this application in full before completing it.** This will help to ensure that your information is presented in the right place and that you have all the information at hand that you will need. Some materials will need to be provided in PDF format; if you need assistance, please contact the Recreation Department Administrative Coordinator. Instructions are provided below for naming your PDF files; you may substitute a commonly used acronym – such as "CHEARS" – in place of the full name of the organization where indicated in the format.
- 4. All questions on this form must be completed.** Incomplete applications will not be presented to the Grant Review Panel and they will be ineligible for funding. You may enter "N/A" for any individual line items which are not applicable to your organization. It is recommended that you keep notes on file detailing how all audience and budget figures have been derived.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM
OPERATING GRANT APPLICATION
Fiscal Year 2026

A. GENERAL INFORMATION

1. Name of organization: Greenbelt Soccer Alliance, Inc.
2. Year of founding: 2010 3. Website: http://www.greenbeltsoccer.org/
4. Social media: N/A
5. Federal tax ID # (if applicable): ██████████-██████████
6. Contact person: Name Jonas Cadwallader Position Board President
Telephone (██████████) ██████████ E-mail ██████████@██████████.██████████
7. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):
██
8. What is the mission of this organization? Whom do you intend to serve?

We provide young soccer players with the opportunity to play soccer in a supportive and rewarding environment that emphasizes fun, enjoyment and skill learning, at a level that fits his/her interest and ability.

8. Please indicate the amount of your request here \$5,000 and briefly summarize the intended use of these funds below. Please be as specific as possible.

We seek sufficient funds to offer a \$35 discount to all Greenbelt residents playing in both our fall 2025 and spring 2026 seasons, as well as another significant discount to players on the reduced price meal program. Since the spring season 2019, we expanded our recreational program to support PreK and Kingergarten age players through high school age.

9. City of Greenbelt funding status. Please check one. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization is currently:

☐ a Council-approved Greenbelt Recognition Group receiving in-kind support only;
the organization previously received Recognition Group funding in FY 2023 or FY 2024

☐ a Council-approved Greenbelt Recognition Group that received an FY25 project grant

☒ a Council-approved Greenbelt Recognition Group that received an FY25 operating grant

10. Non-profit status. Please check all that apply. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization:

X Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization

 Has applied to the Internal Revenue Service for 501(C)3 status

X Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

11. Financial need. Please check all that apply.

X At the conclusion of FY24, the organization's checking/savings balance was at least 50% of the amount of the organization's total FY25 operating budget. *Restricted operating funds are included; restricted funds for capital projects are excluded.*

 The organization is projecting a revenue surplus for FY25.

 The organization is projecting a revenue surplus for FY26.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount requested.

Due to theft of equipment in 2024, we have had to appeal to the community to purchase soccer equipment for the previous season. Expenses are up significantly, especially the cost for professional coaching services and replacement equipment. We may need to increase the cost of registration in FY2025 at some point to offset these increased expenses. The grant is approximately 33% of our budget and we never run a surplus.

B. COMMUNITY MEMBERS SERVED

1. How many people actively participate in your organization's primary, in-person or online programming activities? Include projections and estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. This does not include volunteers or staff.*

July 2023-June 2024 300 July 2024-June 2025 300 July 2025-June 2026 (Projected) 320

Current year: % Greenbelt residents/organizations 50 % Non-residents/organizations 50 %
ages 12 and under 94 % 13-17 yrs. 6 % 18-59 yrs. 0 % 60+ yrs. 0

2. How many additional people participate in your organization's in-person or online programming activities as audience members, spectators and attendees? *This does not include volunteers or staff.*

July 2023-June 2024 200 July 2024-June 2025 200 July 2025-June 2026 (Projected) 200

Current year: % Greenbelt residents 50 % Non-residents 50
% ages 12 and under 10 % 13-17 yrs. 5 % 18-59 yrs. 80 % 60+ yrs. 5

C. KEY PERSONNEL

- 1. Governance.** Please list your current Board of Directors or equivalent and the officers of your organization. Please specify whether or not they are Greenbelt residents and whether they receive compensation from the organization for their work in any capacity (employee, contractor, consultant or unpaid).

Name	Greenbelt resident (yes/no)	Title/Role	Compensation Status
David Whiteman	Y	Former Board President, At-Large	Unpaid
Jonas Cadwallader	Y	Board President	Unpaid
Jose Tillard	Y	Treasurer	Unpaid
Patrick Gleason	Y	Board Member At-Large	Unpaid
Belssi Chang Lee	Y	Board Member	Unpaid
Brian Powell	Y	Registrar	Unpaid
Laurel Macondray	N	Board Member	Unpaid
James "Jim" Cooney	Y	Secretary	Unpaid
Scott Borg	Y	Board Vice President	Unpaid

Is your organization's leadership representative of the population which you intend to serve?
Please comment.

Usually our board members are all residents of Greenbelt but we had a passionate member join us from an adjoining jurisdiction. We are seeing growth of the program outside of Greenbelt and think that is healthy to have some diversity of location added to our elected Board Members.

- 2. Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	# hours per person per week	Description of duties <i>If positions are seasonal, please indicate months of service.</i>

Independent contractors and consultants

Role	# of contractors <i>Individuals or companies</i>
Professional Trainer for Rec Program	1

3. **City staff disclosure.** If any of your Board members or key staff persons are City of Greenbelt employees, please provide their name, Department and job title below.

Patrick Gleason, Parks and Recreation, Job Title : Unknown

It brought to our attention in FY 2023 that Patrick Gleason has at times worked for City of Greenbelt though at the preparation of this document, it is unknown what Job Title this falls under.

4. **Volunteers**

July 2023-June 2024 ³⁶ July 2024-June 2025 ³⁶ July 2025-June 2026 (projected) ³⁶
_{60 40}

Current year: % Greenbelt residents ⁶⁰ % Non-residents ⁴⁰
₁₀₀

% ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. _____ % 60+ yrs.

_____ Please describe the ways in which volunteers contribute to your organization.

All board positions are volunteers. In addition, head coaches, assistant coaches, team managers/snack coordinators and team parents in the recreational program are all volunteers. Some of the select teams do pay for professional coaching (and transact that business directly between the team and the coach - not through the club) but team management and team organizational duties are all performed by volunteers.

5. BACKGROUND CHECK VERIFICATION

To help ensure the safety of young program participants, all staff, contractors, and/or volunteers (age 18+) whom the Recognition Group intends to entrust directly with the care and control of minors (ages 17 & under) must complete a criminal background check. These individuals will undergo a criminal background check at the City's expense through NCSI (National Center for Safety Initiatives). Background checks are valid for only one year and must be resubmitted accordingly. It is the responsibility of each Recognition Group to ensure full compliance with this requirement, throughout the year. If your organization currently conducts background checks mandated by a parent organization, please indicate below. However, the background checks provided by the parent organization must meet or exceed the standards for exclusion of volunteers recommended by the National Recreation and Park Association and adopted by the city (*see next page*). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at aphelan@greenbeltmd.gov or 240-542- 2194.

Please check where applicable for your organization.

☐

I certify that our organization does not work with minors.

☒

*I certify that our organization does work with minors, but we are never in "care and control" of minors
(i.e. – legal parents/guardians are always present with minors)*

☐

I certify that our organization does work with minors and all required individuals will complete background checks through the City of Greenbelt and a roster of these volunteers will be provided to the City.

☒

I certify that our organization does work with minors and background checks are completed by a parent organization.

Parent Organization: MSYSA (Maryland State Youth Soccer Association)

Jonas D Cadwallader

Jonas D Cadwallader

Board President

02/03/2025

NAME

SIGNATURE

TITLE/POSITION

DATE

Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes. Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- **All Sex Offenses** – *Regardless of the amount of time since offense.*
Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- **All Felony Violence** – *Regardless of the amount of time since offense.*
Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- **All Felony offenses** other than **violence** or **sex** within the past 10 years.
Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- **All Misdemeanor Violence** offenses within the past 7 years
Examples include: simple assault, battery, domestic violence, hit & run, etc.
- **All misdemeanor drug & alcohol offenses** within the past 5 years or multiple offenses in the past 10 years.
Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- **Any other misdemeanor** within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.
Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft – if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case. The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.

- D. **FINANCIAL INFORMATION**. Please include below the funds which you are requesting from the City and the corresponding proposed expenditures. This is a cash budget; do not include any in-kind values.

EXPENSES	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Salaries and wages				
b. Consultants' fees	Professional coaching and coach training	8067	8000	8000
c. Contractual personnel				
d. Facility rental	Field Rental	35	600	600
e. Online services				
f. Dues, memberships, league fees				
g. Utilities				
h. Insurance	Player Insurance	1700	1781	2000
i. Supplies and materials				
j. Equipment purchases	Soccer Balls, Goals and First Aid Supplies	3100	3100	3000
k. Equipment rental				
l. Marketing and outreach	Outreach	751	317	500
m. Travel and lodging				
n. Food/catering				
o. Awards				
p. Grants				
q. Payment of debt				
r. Taxes	City, County, State Taxes	77	0	0
s. Other	Website Fees	0	10	10
t. Other	Coaches Uniforms	0	1113	0
u. Other				
Total Expenses		16,556	14,921	14,210

INCOME	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Sales of goods				
b. Admissions				
c. Tuition				
d. Fees for services rendered				
e. Membership dues, registration fees		11,800	10,291	11,000
f. Corporate support				
g. Foundation support				
h. Individual donations				
i. City of Greenbelt support		4000	5000	5000
j. Other grants				
k. Other*	Donations		500	500
l. Other*	Cash Back Bonus		10.20	
m. Other*				
Total income				
Net profit or loss		Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
Profit (income in excess of expenses)		(724)	244	750
Loss (expenses in excess of income)	Amount to be made up through the organization's savings (counts toward your grant match)	724		
	Amount to be made up with borrowed funds (does not count toward your grant match)			

** If you wish to list fund-raising income that doesn't fit into one of the other categories, please specify the nature of your activities in the Description column. Please do not indicate "fund raising", as this is not sufficiently clear.*

If there is an increase or decrease of 50% or more in any individual expense or income line items from one year to the next, you will need to provide an explanation of these variances.

Financial Reserves

Assets	Actual as of June 30, 2024 (Last Fiscal Year)	Projected as of June 30, 2025 (Current Fiscal Year)
a. Checking/savings accounts*	3143	1773
b. Restricted operating funds **		
c. Restricted capital funds**		
d. Investments		
e. Endowment balance		
f. Planned giving commitments		
Total Financial Reserves	3143	1773

*Unrestricted funds which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

n/a

Debt

Creditor	Loan purpose	Actual: loan balance as of June 30, 2024 (Last Fiscal Year)	Projected: loan balance as of June 30, 2025 (Current Fiscal Year)
a. Jonas Cadwä	Coach Services	2000	0
b. Jonas Cadwä	MSYSA Registration	961	0
c. Jonas Cadwä	PGSI Registration	65	0
Total Debt		3026	0

In-Kind Contributions Received

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Description	Actual Totals, Last Fiscal Year July 1, 2023 – June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Pro-bono professional services (legal, accounting, etc)		40,000	40,000	40,000
b. Other waived fees				
c. Donated equipment				
d. Donated supplies and materials				
e. Donated travel and lodging costs				
f. Donated space rental				
g. Other				
Total In-Kind Contributions		40,000	40,000	40,000

Use of Past Grant Funds

Please provide a summary of all receipts submitted to Greenbelt Recreation for reimbursement during the most recently completed fiscal year in which you received funding. Receipts under \$100 for similar purposes, such as office supplies, can be combined on a single line without specifying a date.

Most recent year of City grant support: July 1, 2024 - June 30, 2025

Grant type – please check one: Project / Operating X

Date of expense	Description of reimbursed expense	Amount
Dec. 2024	Reimbursement of recreational soccer registration discount for Greenbelt residents	\$2,500
	Total:	\$2,500

During Fiscal Year 2026, receipts presented to Greenbelt Recreation for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: Jonas Cadwallader Title: President

Name: Jose Tillard Title: Treasurer

F. NARRATIVE. Please address all of the following prompts and questions briefly in four pages or fewer. Number your responses according to the structure below. Save your document as a PDF with the file name: name_of_organization_narrative_FY26.

Program History and Impact

1. **Activities.** Provide a brief historical overview of your organization, including a general description of the organization's sponsored activities. Highlight your greatest achievements during the current and most recently completed years. If known, please comment also on any aspects of your program that are distinctive, creating opportunities that would otherwise be lacking in Greenbelt or the surrounding area. If your programs may appear to duplicate or compete with services currently provided by the City of Greenbelt or other Recognition Groups, please clarify the unique value of your activities.
2. **Partnerships.** If applicable, please provide examples of how your organization has collaborated with other Greenbelt community organizations on program development and/or promotions during the past and current fiscal years. Do you have any plans to collaborate with other Greenbelt organizations in the period of support?
3. **Personal benefit.** How do direct participants and spectators personally benefit from your sponsored activities?
4. **Community benefit.** If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its residents? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Organizational Effectiveness

5. **Diversity, equity and inclusion.** The City's Recognition Group program, as a whole, is intended to serve Greenbelt residents in the full scope of their diversity. How do this organization's activities help the City of Greenbelt achieve the goal of engaging its diverse population?
Has your organization identified any barriers to diverse participation in the activities and/or leadership structure of your group, and if so, how is your group addressing these barriers?
6. **Marketing, outreach and evaluation.** Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?
7. **Challenges.** Please describe your organization's significant long or short-term challenges. How are you addressing them?
8. **Goals.** What are your organization's goals and how are you working toward them?
9. **City support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year, if applicable. How much funding is your organization requesting of the City for FY26? How would these funds be used? Please be as specific as possible.
What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

- 10. Matching funds.** Operating grants are capped at a maximum of 50% of an organization's operating budget for the coming year. (Most grant awards are for a smaller percentage.) For every dollar awarded by the City of Greenbelt, an operating grant recipient must also spend at least one dollar from other sources on their program and operating expenses during the period of support. These sources may include the organization's savings as well as new revenues such as: registration fees; donations; sales of memberships, tickets or goods; and other grant income. Loans, planned giving commitments and income channeled into investments or endowment funds would not count toward the match.

How does your organization plan to match your requested City funding in FY26? If your organization experienced a deficit last fiscal year, or if your organization failed to match a City of Greenbelt grant, please also explain the problem and how you are working to correct it this year.

Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving City funding. Your success in meeting your FY25 match may affect your grant amount for FY26.

F. REQUIRED DOCUMENTS: please send the following in PDF format to the address on page 1 in a single email.

1. **Completed application.** Please format your file name as follows:
name_of_organization_application_FY26.
2. **Budget variances (if applicable):** explanation of income and expense variations over 50%. See section D. File name format: name_of_organization_variances_FY26
3. **Narrative.** Please format your file name as follows: name_of_organization_narrative_FY26. **Limit: 4 pages.**
4. **List of programs** reflecting the organization's activities from your previous and current fiscal years (combined into one file). File name: name_of_organization_programs_FY26. You may either scan existing materials such as season schedules or type a combined summary list. Limit: 3 pages.
5. **Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name_of_organization_bios_FY26
6. **OPTIONAL: Up to three letters of support.** Each letter should be no longer than one page. Letters can be combined or attached separately. File name: name_of_organization_letter_1_FY26 (etc).

In the interest of fairness and respect for our panelists' time, **please observe all page limitations and refrain from submitting any materials not requested in this application.** Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

G. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Greenbelt Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature Jonas D Cadwallader Date 02/03/2025

Your role within the applicant organization: Board President

Additional Information

About Greenbelt Soccer Alliance

Greenbelt Soccer Alliance (SA) (<http://www.greenbeltsoccer.org/>) provides young soccer players in Greenbelt and the surrounding communities the opportunity to play soccer in a supportive and rewarding environment that emphasizes fun, enjoyment and development of soccer skills. Greenbelt SA provides several levels of soccer for players aged 4 through high school, including recreational teams as well as advanced select teams. Our innovative soccer programs were recognized for excellence in grassroots soccer programming in 2018 by the Maryland State Youth Soccer Association.

Benefit to the Community

-Organizational history and activities.

Greenbelt SA was incorporated in the state of Maryland in 2010 with a principal office in Greenbelt, MD. We became a City of Greenbelt Recognition group in 2011. Our first season of soccer occurred in the spring of 2011. Greenbelt SA became a member of the Maryland State Youth Soccer Association (MSYSA) in 2011 and received 501(c)3 status from the IRS as a public charity in 2012. The number of registrants has grown from the initial ~40 participants in the spring of 2011 to the past year when we served more than 300 individual children (approx. 70% from Greenbelt, the largest represented residency) throughout 2024 with over 1,000 registrations for soccer activities. Since its founding, Greenbelt SA has consistently remained in good business standing with the state of Maryland. All of our activities within MSYSA benefit from a comprehensive accident insurance policy for our players and coaches.

Greenbelt SA originated in Greenbelt and has many ties to Greenbelt. Our organization is run by a board of directors— all current members are Greenbelt residents. Our principal office is in Greenbelt. The sole bank account maintained by Greenbelt SA is at the Greenbelt Federal Credit Union. Our select teams practice at Schrom Hills Park, Northway and Mandan fields and play in summer scrimmage games hosted at those fields. We are previously hosted professional indoor training at Greenbelt Elementary school and in the past have hosted MSYSA coach training at local school gymnasiums in Greenbelt. Our greatest achievement recently has been the expansion of our recreation soccer offerings to include teams in the Kindergarten and Pre-K divisions.

A distinctive aspect to our programming is providing US Youth Soccer affiliated activities to the Greenbelt community. Before the pandemic, we achieved this by sponsoring a total of 17 teams playing in three local leagues: the PGSI small-sided league in Hyattsville that offers pure recreational soccer, the AAYSA soccer league in Anne Arundel County that offers select-level recreational soccer, and the Soccer Association of Columbia league.

Some specific examples of the distinctive nature of our recreational soccer programming, all of which adhere to US Youth Soccer recommendations that would otherwise not exist in Greenbelt, are listed below. We briefly describe the rationale for each.

1. Offering 4v4 soccer format for players 4-8 years old. Playing 4v4 with no goalie is the format recommended by US Youth Soccer, and the US Soccer Federation, for these ages. Using the 4v4 format means that fewer players are involved on a small field of play, there is much greater interaction with the ball, more goals are scored, more fun is had and players learn faster.
2. Delaying the introduction of goalies until players are at least 7 years old. Research has shown that many players under the age of 7 have not developed the ability to track a flighted ball so putting them in goal can be a frustrating experience. Also, what often happens in youth recreational leagues is that players with the least fitness are asked to play goalkeeper when it is exactly those players who should be encouraged to run more and get into better shape.
3. No standings are maintained in the league. National studies have indicated that the #1 reason that players drop out of recreational sports is the perceived “pressure to win” from adults. This is why US Youth Soccer recommends that standings not be maintained in leagues for players up to U12. Without standings being recorded, coaches feel more freedom to give all players the playing time they deserve. Also, parents are encouraged to realize that the primary goal of youth soccer participation is to provide a positive playing environment that the child will want to return to. This increases the chance that they will continue with recreational sports as they enter the difficult middle school years.
4. Guarantee of a minimum of 50% playing time in games. Kids want to play in the games and no child should sit on the bench and not have substantial involvement in the game. Therefore, we limit the size of teams so all players are guaranteed to play at least 50% in every game. The only exceptions are for disciplinary reasons where coaches have the authority to deny playing time for disruptive behavior.
5. Recreational soccer practices directed by a professional youth coach. In most local soccer organizations, a parent volunteer is given a set of equipment and some practice plans and goes out on their own to conduct practice as best they can. In our recreational soccer program, that same parent volunteer works under the direction of a professional youth coach every week. The professional coach provides the parent volunteer with an age-appropriate practice plan and assists them in implementing the plan. This format continues for the entire season so

that parent volunteers are continually learning how to become better coaches, which improves the experience of the players.

-Personal benefit.

The largest beneficiaries of Greenbelt SA's soccer programs are the young players on our teams. The "age-group training model" that we follow for our recreational soccer program, and our other soccer opportunities, are distinctly different from those offered by any other Greenbelt organization and thus expand the range of offerings and the choices available to Greenbelt children. Our soccer programming starts with players in Pre-K and Kindergarten. For these players we offer access to the 4v4 training model recommended by US Youth Soccer and mandated by US Soccer. We are the only local Greenbelt organization that offers training using this recommended training model, which emphasizes development of ball skills in a fun environment. In order to keep costs down, we rely on parent volunteer coaches to work with all of our recreational teams. In order to ensure that players receive quality training from volunteer coaches who may have received no previous coach training, we hire a professional youth coach to work with the parent volunteers on a weekly basis throughout the season. In this way, parent coaches are learning how to coach youth soccer throughout the season. This ensures that our youngest players are experiencing quality coaching from the beginning of their experience with Greenbelt SA.

Also, we strongly believe that coaches are better able to provide a quality, age-appropriate experience for the players by obtaining more coach training. We provide coach education on an on-going basis in our recreational soccer program as described above. We also require that select team (try-out based for ages U12 and above) coaches obtain coach training to qualify them to lead a travel team in the state of Maryland. In order to make this as easy as possible for the coaches, Greenbelt SA reimburses the cost of any training through the USSF D License or the NSCAA Level 6 Diploma. In the past Greenbelt SA has also sponsored all coaches willing to participate to attend an annual Coach Development Workshop hosted by Soccersource360 in February of each year.

-Partnerships.

While serving the Greenbelt community, we strive to work closely with, and learn from, more experienced local soccer providers from outside of Greenbelt. Of particular help to us have been relationships with MSYSA, Prince George's Soccer Initiative, Takoma Soccer, Greater Laurel United Soccer, Laurel Soccer Club, Calverton Soccer, Arundel Adidas Academy and Arundel Soccer Association. Previous club president David Whiteman helped to establish PGSI and has served on its board, and as a member of the Recreational/Developmental Soccer Committee of MSYSA. He has also obtained nationally recognized coaching licenses from the two major soccer education organizations in the US. David continues to serve on the board in a at-large capacity and acts as a mentor to the current Board President.

In the past we also have established good relations with Greenbelt schools, by helping to host middle school games at Greenbelt fields, by sponsoring coach training for Eleanor Roosevelt High School (ERHS) coaches, by holding scrimmages with ERHS teams, by arranging practice space in both Springhill Lake Elementary and Dora Kennedy Middle schools and by contributing used equipment on several occasions to the aftercare program at Springhill Lake Elementary.

In the past, Greenbelt SA has also hosted several high school team soccer players in volunteer capacities in past seasons to help supplement our on-field volunteer coaches. These high school students have learned valuable on-field leadership skills while earning volunteer credit needed for graduation.

-Community benefit.

Greenbelt SA offers programming for all youth from Pre-K through high school in ways that provide a quality experience and address the decline of recreational activities in youth. For example, childhood obesity is an acknowledged and increasingly serious problem in the USA. Schools have decreased or eliminated recess time and children spend more time inside using various electronics while outdoor play time has decreased. For these reasons, programming that provides opportunities for outdoor play is needed and vital. But it is well known that one of the most important things that kids need is the opportunity to play spontaneously and creatively. So in a structured activity like a soccer practice, it is important to incorporate a substantial amount of less structured activity in the experience as well. This is one of the fundamental lessons of US Youth Soccer through such statements as "give the game back to the player" and "let the game be the teacher". Coaches are recommended to use 25-40% of practice time for games with little or no coaching at all. The kids are permitted to play freely and learn from the game itself. In addition, during games, parents and coaches are discouraged from giving directions to the players. Children must be permitted to *play* soccer as both a creative solo and collaborative way and if coaches and parents are telling them what to do during the games or practices, players do not have the chance to make their own decisions and learn from their mistakes, which is what creative play entails. Learning from mistakes, without the fear of criticism, is a fundamental part of the creative process and is strongly encouraged by US Youth Soccer.

Organizational Effectiveness

-Diversity, equity and inclusion.

Greenbelt Soccer Alliance aims to serve the entire local youth soccer community, regardless of gender, family background, or socioeconomic status. Many of our teams are coed or have dedicated teams for girls, supporting the removal of barriers that prevent young girls from excelling in sports. Additionally, we offer discounts for students on Free and Reduced Meals (FARM) in school, often times allowing them to play soccer with us at very low cost. The way our program is structured is to provide soccer for all people in our region with almost no financial barrier. Recently, we have begun to provide almost all club news (both via email and printed) in Spanish in order to facilitate our primarily Spanish speaking soccer players and their families. Where we can accommodate, we also provide a Spanish speaking Coach to communicate messaging when necessary.

- Marketing, outreach and evaluation.

We maintain a very informative website (<http://www.greenbeltsoccer.org/>) that describes all of our activities and contains a wealth of information for players, parents and coaches. We use email directly to past customers and to local user groups for advertising. We also distribute fliers to local schools and place ads in the Greenbelt News Review and at Greenbelt Community events. At the start of Spring and Fall season each year, we host a parent-coach meeting to discuss the upcoming season and request feedback on activities from families here and throughout the season. In the past, we have received useful feedback on our programs via a google form survey. We use the responses to those surveys to adjust and improve our programming. It was partially in response to one such survey that we instituted the age-group training model offered by Soccersource 360 that brings a professional coach to work with our youngest players.

-Challenges

A major obstacle to providing a quality soccer experience for local youth is the availability of affordable, quality facilities for our activities. We have learned that when parents are choosing a soccer program in which to enroll their young player, they often will choose an organization that offers a path for their child that extends upward through the middle and high school years. To provide a quality soccer experience through middle and high school, larger lighted outdoor facilities with quality surfaces and indoor winter facilities are needed. But Greenbelt fields are open access and have much unpermitted adult play on them so the general quality of those fields is rather low when compared with the fields in surrounding communities. When the turf field at Eleanor Roosevelt field was first opened, we were able to negotiate the use of the field on 3 days per week which greatly improved our ability to attract and retain high school age players. Most recently our access to the field has been limited to 1 day with another day of shared use which is insufficient for retaining high school age players. Finally, the only indoor winter space we can access is via the public school gymnasiums, for which there is much competition, especially during this current Winter season where the season had to be canceled due the permit being acquired for expansion of the Greenbelt Boys and Girls Club Basketball program. The Board of Greenbelt Soccer Alliance believes that soccer participation could be increased significantly in Greenbelt if improved facilities were available. Ways to consider improving this situation for the outdoor fields would be to control access to certain Greenbelt grass fields, install lights (both for the field and parking areas), additional parking and/or a turf field. In the past, it has been recommended that Greenbelt SA has been requested to have soccer programming within the City Limits of Greenbelt. Unfortunately, until such a time that improved facilities in Greenbelt, MD can be accommodated, it will be very difficult for this to be achieved until this is prioritized by the City of Greenbelt. While these are expensive solutions, they would significantly improve the recreational offerings in Greenbelt and help to expand participation and get more kids involved in the recreational activities that they need for general fitness. We also greatly encourage the City to make an appeal to Eleanor Roosevelt HS for preferred access to the turf field for City programs.

This lack of high-quality facilities has impacted our ability to attract and retain older, advanced players at the select and travel team levels. Through their play in multiple locations during the season, they are exposed to some of the best local soccer facilities other clubs have available and are often lured away.

-Goals.

Our main goal is to provide quality soccer opportunities extending through high school for both boys and girls. To further this objective, our goals for the coming year are to continue to increase overall soccer participation by offering quality programs while keeping the cost of participation as low as possible. We will continue to strongly encourage coach training in order to improve the quality of experience for the players. We also will continue our outreach to the Eleanor

Roosevelt soccer program with the goals of 1) sponsoring coach training for the coaches at ERHS who are not currently licensed or who wish to increase their degree of licensing and 2) to have access to the newly installed turf field.

Over the coming five years, we hope to continue to improve our reputation as a local soccer club that offers quality programs for all youth ages for both boys and girls at prices that are less than larger organizations in surrounding communities. We will continue to work with the PGSI league in Hyattsville to improve the quality of their programming to even more closely follow recommendations for youth soccer. Through these efforts, we desire to build participation rates in local soccer that create a stable organization that is able to consistently offer soccer options for all ages, socioeconomic groups and genders, despite the large attrition rate that characterizes the teen years.

-City support.

In 2024, Greenbelt Soccer Alliance received a \$4,000 grant from the city of Greenbelt. Those funds were targeted exclusively for further reducing the cost of recreational soccer programs for Greenbelt residents who participate in our recreational soccer program offered in fall and spring seasons. The funds are not used for any other purpose than to give discounts to Greenbelt residents. In Fall 2024 season we invoiced the city for \$4,000 of discounts that were provided directly to 150 Greenbelt residents registering in our recreational soccer program. Going forward, as hunger for affordable soccer instruction surges to levels never before seen since the founding of Greenbelt SA, yet as inflation increases the costs of everything around us, we wish to continue offering this discount to city residents to encourage participation in our local soccer program. After spending reserves derived during COVID, in 2023 we made a grant request of \$2,500 grant from the city of Greenbelt, which assisted us in continuing to offer discounts of \$35 to all Greenbelt residents for the Fall 2023 and Spring 2024 seasons. As our program numbers have surged post COVID and our reserves have been utilized for replacement and new equipment to handle that surge in demand, we are making a grant request of \$5,000 this year, which would assist us in continuing to offer discounts of \$35 to all Greenbelt residents for the Fall 2024 and Spring 2025 seasons. Due to increased expenses, we may need to increase registration fees for FY2025 also.

Since our inception we have benefited significantly from the in-kind support we have received from the City of Greenbelt which has been vital to our success. This support has included access to practice fields and indoor meeting space without which Greenbelt Soccer Alliance would not have been able to start or continue. We will continue to request permits for Mandan, Schrom Hills, & Northway fields as we have in the past. We will also make occasional requests for meeting space in either the Community Center or Youth Center. In the fall, it is also very helpful to have access to the outfield portion of the Braden ball field to have a lighted space to practice for those groups that are preparing for late season tournaments. As we stated above, the availability of affordable lighted practice space in the fall is a major barrier to providing a quality soccer experience in Greenbelt. Finally, if storage space near a practice field became available, it would also greatly benefit operations at that field by permitting equipment to be stored there such as been done for the baseball fields and equipment. We are excited about the planned upgrades to Schrom Hills in 2025 as well.

-Matching funds.

Our main source of funds is the registration fees paid by participants. In a typical calendar year, we collect approximately \$11,000 through these registrations after accounting for significant cost savings for Greenbelt residents and reduced meal (FARM) discounts. In addition, in the past we have raised additional funds through grants, fund-raisers and donations. For FY2024, the City of Greenbelt grant was requested and received for an amount of \$4,000 which was similar to previous requested grants which were on average around \$4,000. We anticipate an increase in our request this year to offset equipment loss due to theft and to cover additional costs due to inflation which has significantly impacted our cash reserves.

- Impacts of COVID-19

While the COVID-19 pandemic continues unabated and becomes less of an event but more of a new reality to which we must contend, we believe that it's to impact to Greenbelt SA in 2024 and into the future is no longer of primary importance but one of continued and persistent mitigation. For guidance on COVID restrictions, we have continued to follow the MSYSA guidelines (<https://www.msya.org/covid-19/msya-updates/>), as well as local regulations and restrictions for guidance on offering our activities. Getting volunteers to return—as coaches and organizers of the program—is one particular area where the pandemic continues to impact us. Many families still haven't fully returned to extra-curricular group activities. However, in 2023&2024 we began to see a surge in registration that is quite unprecedented in Greenbelt SA history. Many of the recent few seasons have been at maximum capacity of the program at around 160 players per season. As more become comfortable with normal outdoor soccer activities, and we are optimistic that trend will continue in 2025 & 2026. We foresee having to limit players to the maximum for most upcoming seasons given valid concerns related to parking, traffic and expected parent volunteer available. Therefore, additional growth of the program may remain out of reach until facilities are available that allow the program to have an even larger footprint within the City of Greenbelt limits in addition to finding additional passionate volunteer coaching candidates.

Key Personnel Greenbelt Soccer Alliance

David Whiteman, Former President Greenbelt SA, (Note: Currently acting in an advisory role)

David is the president and one of the founders of Greenbelt Soccer Alliance. He has more than 13 years of coaching and soccer administrative experience starting in the Boys and Girls Club in 2007. Since then, he has focused on learning age-appropriate methods of soccer training and details of how soccer clubs are best administered. He has gained nationally recognized certificates from the two major soccer education organizations in the US: the US Soccer Federation and the United Soccer Coaches. He has also been trained as a USSF certified grade 8 referee. David Whiteman possesses a PhD in Physics and works at the Howard University Research Campus in Beltsville, MD in atmospheric studies relating to weather and climate. As a civil servant he worked at NASA/Goddard Space Flight Center for 37 years until his retirement in 2017.

- USSF National Youth License & Grade 8 Referee
- USC Advanced National Diploma
- MSYSA D, E and F Licenses, U6/U8 and E Certificates
- NSCAA Level 6 diploma & Goalkeeper 1 diploma

Jonas Cadwallader, Current President Greenbelt SA

Jonas is the current president, current general manager and general manager for the past several seasons at Greenbelt Soccer Alliance. He has almost 2 years of coaching and soccer administrative experience starting at GSA in 2022. Since then, he has focused on learning age-appropriate methods of soccer training and details of how soccer clubs are best administered. He has also tutored children from Pre K – 2nd grade during this time. Jonas Cadwallader possesses a Bachelor's of Science in Engineering Technology from the University of Delaware. He currently works at Dewberry in Lanham, MD as a Senior Designer primarily focused on Residential and Commercial projects in land development primarily in Prince George's County, MD. Currently, he holds the title of Senior Designer and he has worked Land Development for 20 years in the Del-Mar-Va region.

John Dingle, Contractor: Recreational Soccer Training Program

John has spent the past twenty-nine years working with young soccer players and developing youth soccer education programs. During this period, John has been instrumental in developing new coaching methods and new coaching activities to ensure player development. John believes “the work of a child is play” and by using age-appropriate activities the players not only develop their soccer abilities, but also learn life lessons. John has authored seven coaching manuals, has been a featured clinician throughout the Mid-Atlantic, and continues to animate activities for the Animated Coach's Library.

- United States Soccer Federation “B” and National “Youth” Licenses
- Maryland State Youth Soccer Association Instructor for “E” and “D” Coaching Licensing Courses
- MSYSA Boys and Girls ODP Coach and Assessor
- Founder of the Central Maryland Short Sided League and the Columbia Winter Soccer League
- Former College and High School Coach

Board Members

Former President: David Whiteman (At Large)

Current President: Jonas Cadwallader

Current Vice President: Scott Borg

Registrar: Brian Powell

Treasurer: Jose Tillard

Secretary: James "Jim" Cooney

Board Member at Large: Patrick Gleason, Belssi Chang Lee, Laurel Macondray

Note: Greenbelt SA holds annual elections for Board members in May. Many of the previous Board members have transitioned into a mentor role in the organization as their players have aged out of the program. Many of other volunteer positions have been filled by new members and many new positions have been created to handle the unprecedented post COVID growth. Needless to say, Greenbelt Soccer Alliance board has an influx of new members with the experience of previous members helping guide the way into a bright future.

Greenbelt SA Calendar of Activities

Greenbelt SA offers soccer programming in all 4 seasons. Our offerings are 1) recreational soccer for grades PreK (ages 4 and 5) to 8th offered in spring and fall, 2) winter indoor professional training offered for grades 1-6,) 4 seasons of select soccer for 6th grade and older. We also offered summer soccer at Mandan Field. The calendar of our current and anticipated activities for calendar 2024 and 2025 is below.

Month	Activities in 2024	Activities anticipated in 2025
January	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School
February	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select team indoor practices at Springhill Lake Elementary in Greenbelt.	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select team indoor practices at Springhill Lake Elementary in Greenbelt.
March	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select team indoor practices at Springhill Lake Elementary in Greenbelt. 3. Start of outdoor practices for select and recreational teams	1. Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School 2. Select team indoor practices at Springhill Lake Elementary in Greenbelt. 3. Start of outdoor practices for select and recreational teams
April	1. Spring outdoor game seasons for select-level teams in NCSL, PGSI and AAYSA leagues 2. Outdoor practices for select-level high school teams (held at Northway, Schrom, Mandan, Robert Goddard fields)	1. Spring outdoor game seasons for select-level teams in NCSL, PGSI and AAYSA leagues 2. Outdoor practices for select-level high school teams (held at Northway, Schrom, Mandan, Robert Goddard fields)
May	1. Practices for all teams continued 2. Start of spring outdoor games in all leagues 3. Outdoor practices for select-level high school teams (held at Northway, Schrom, Mandan, Robert Goddard fields)	1. Practices for all teams continued 2. Start of spring outdoor games in all leagues 3. Outdoor practices for select-level high school teams (held at Northway, Schrom, Mandan, Robert Goddard fields)
June	1. End of spring season tournaments in all leagues	1. End of spring season tournaments in all leagues
July	1. Summer soccer program at Mandan field 2. Select team practices 3. Scrimmages for select teams	4. Summer soccer program at Mandan field 5. Select team practices 1. Scrimmages for select teams
August	1. Recreational team practices 2. Select team practices except for high school players who practiced with their school teams 3. Scrimmages for select teams	1. Recreational team practices began– 2. Select team practices except for high school players who practiced with their school teams 3. Scrimmages for select teams
September	1. Practices for all teams continued 2. Start of fall outdoor games in all leagues 3. High school practice and play games with	1. Practices for all teams continued 2. Start of fall outdoor games in all leagues 3. High school practice and play games with

	their schools and participate in Greenbelt SA team activities on the weekend	their schools and participate in Greenbelt SA team activities on the weekend
October	1. Practices for all teams continued 2. Fall game seasons continued for all teams. 3. High school practice and play games with their schools and participate in Greenbelt SA team activities on the weekend	1. Practices for all teams continued 2. Fall game seasons continued for all teams. 3. High school practice and play games with their schools and participate in Greenbelt SA team activities on the weekend
November	1. End of season tournaments in all leagues	1. End of season tournaments in all leagues
December	1. Note: Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School was cancelled due to lack of GES permit. 2. Select and recreational team indoor practices at Springhill Lake Elementary in Greenbelt.	1. Note: Indoor professional training by Soccersource 360 hosted at Greenbelt Elementary School was cancelled due to lack of GES permit. 2. Select and recreational team indoor practices at Springhill Lake Elementary in Greenbelt.

Greenbelt Soccer Alliance Variances

Please note that all financial information reported in the Grant application is calculated per calendar year. Values reported for July 2023 – June 2024 are for calendar year 2023. Values reported for July 2024 – June 2025 are actuals for calendar year 2024. Values estimated for July 2025 – June 2026 are projected values for calendar year 2025. However, Greenbelt operating grants are budgeted and spent within the Fiscal year which they are received, split between Fall and Spring recreational soccer seasons within that fiscal year. We have included expenses for *calendar* years 2024 and 2025 (page 10) to try and accommodate the request for a summary of receipts in a completed *fiscal* year, but have not totaled them, to try to avoid confusion.

The Greenbelt SA continued to operate at normal scale in 2024 because of the easing of pandemic concerns and restrictions. Youth registration and also volunteer participation has surged in the post COVID world in our opinion due to pent up demand and in order to provide recreation for children that is an alternative to electronics. Due to the easing of supply chain issues and easing of pandemic concerns and restrictions purchasing is under normal conditions in 2024. We encountered normal levels of equipment purchases and consulting in 2024 and anticipate similar conditions in 2025. We may need to reduce equipment purchases and scholarships in 2025 in order to provide a small boost to cash reserves and offset the equipment loss due to theft in Fall 2024. We anticipate that tariffs on goods may be a concern for 2025 and may be another reason to reduce equipment purchases.

That said, player registration numbers were up in 2024 over 2023 and were in fact the highest on record. We also did return to some higher levels of professional coaching involvement in 2024.

Greenbelt SA 2024 Financial Statement

Prepared by Jose Tillard on February 10, 2025

Account Balances

Table 1: Balances in each account as of the start and end of 2023

Date	GFCU Primary	GFCU Share Draft	PayPal	Total
1-Jan-24	\$ 25.07	\$ 3,858.19	\$ 669.54	\$ 4,552.80
31-Dec-24	\$ 25.09	4,023.77	747.97	\$ 4,796.83
Change	\$ 0.02	\$ 165.58	\$ 78.43	\$ 244.03

Income and Expenses

Table 2: Total Income and Expenses

	GFCU Primary	GFCU Share Draft	PayPal	Total
Income	\$ 0.02	\$ 13,290.53	\$ 2,560.46	\$ 15,851.01
Expenses	\$ -	\$ (13,124.95)	\$ (2,482.03)	\$ (15,606.98)
Change	\$ 0.02	\$ 165.58	\$ 78.43	\$ 244.03

Table 3: Itemized Expenses

Category	Total
Equipment (pump)	\$ (39.19)
Equipment (Balls from Score Sports)	\$ (1,128.90)
Equipment (coaches shirts)	\$ (1,113.00)
Equipment (Goals and cones)	\$ (372.92)
Gsuite	\$ (10.00)
MSYSA Spring 24	\$ (754.96)
MYSYA fall registration of teams	\$ (65.00)
MYSYA fall 24 (pending check 1343)	\$ (961.00)
Outreach	\$ (316.73)
Paysafe	\$ (67.50)
PGCPS Facility Rental	\$ (254.70)
PGSI Registration Fall 2024	\$ (3,100.00)
PGSI Registration Spring 2024	\$ (2,257.50)
Professional coach	\$ (2,000.00)
Professional coach (pending check 1340)	\$ (2,000.00)
Registration refund (Sport Connect)	\$ (44.02)
Registration refunds (cancelled Winter 2023)	\$ (917.00)
US Postal Service (stamps)	\$ (15.30)
YMP fee, Fall 24/Spring 25	\$ (600.00)
Total	\$ (16,017.72)

Table 4: Itemized Income

Category	Total
Registration	\$ 10,290.53
Greenbelt grant reimbursement	\$ 2,500.00
Donation	\$ 500.00
Debit Card Cash Back Bonus	\$ 10.20
Total	\$ 13,300.73

Summary

Total	
Income	\$ 13,300.73
Expenses	\$ (16,017.72)
Outstanding Obligations: Check 1339 \$65, Registration refund Fall '24 Check 1340 \$2000 professional Coach (cashed in 2025), Check 1343, \$961, MSYSA Fall 24 registration 124 players	\$ 3,024.00
Net Liquidity on 12/31/2024	\$ 4,796.83
Net Liquidity after unpaid obligations	\$ 1,772.83

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM
APPLICATION FOR BASIC CERTIFICATION
For new certification or renewal of current status. In-kind services only.

First-time applications are accepted at any time. Applications for renewal of
 Recognition Group status for the City's FY26 are due by
4:30pm on Monday, February 3, 2025

**Email your completed application to the Recreation Department's
 Administrative Coordinator, cpracht@greenbeltmd.gov.**

BEFORE COMPLETING THIS APPLICATION:

Please read the Policy and Information Guide for Recognition Groups. This guide contains important information about the different levels of in-kind and financial support available to community organizations that serve Greenbelt residents. The Guide also provides an overview of several different applications corresponding with these levels of support. Before completing this form, make sure you have selected the application that is the best match with your needs and qualifications.

1. **Name of organization:** The Greenbelt Concert Band

Year of founding: _____ **Website:** greenbeltconcertband.org

Social media: Facebook: Greenbelt Concert Band

Please check one: _____ **new application** ☒ **application for renewal of status**

2. **Contact person:** Name Li'l Dan Celdran Position General Manager

Telephone _____ **E-mail** _____

3. **Organization's mailing address (not a City of Greenbelt facility):**

4. **What is the mission of this organization? Whom do you intend to serve?**

The Greenbelt Concert Band is an adult organization dedicated to providing quality musical entertainment to the residents of Greenbelt, Prince George's County, and surrounding areas. The Band performs for civic and charitable organizations, retirement and nursing facilities, and provides musical activities to the general public such as Greenbelt Day Weekend and Greenbelt's Holiday Lights.

5. **Description of your group's activities:** Please provide a brief but comprehensive overview of the types of activities your group typically sponsors -- or intends to sponsor -- over the course of a year. If any activities take place outside of Greenbelt, please indicate this. Activities must be open to the general public.

The Concert Band, Wind Ensemble (WE) and Brass Choir (BC) have had a very successful concert season in Greenbelt:

Holiday Lights. Tree Lighting (Brass Choir). (WE) Green Ridge House concert. "Celebrating America" at G'belt American Legion Su Nov 17, 2024

Outside of the City: (Band) "An Afternoon on Broadway" Tanglewood. Private concert; (WE) private concerts for Autumn

Lake, Hillhaven, Li'l Sis of the Poor, Mormon Temple Visitors' Ctr. (July "Celebrating America" & Dec. Festival of Lights)

Upcoming concerts: "A Day with Disney and Instrument Garden" Sa Apr 5th 3pm. Greenbelt Day weekend Su June 8th 3pm

6. **How many people do you anticipate will have actively participated in your organization's primary, in-person and online activities this year?** Include estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. Please do not include volunteers or staff.*

Total number of active participants: 58 % Greenbelt residents 15%
 % ages 12 and under 0 % 13-17 yrs. 0 % 18-59 yrs. 65% % 60+ yrs. 35%

Briefly explain whom you have included in these figures.

All band members.

7. **How many additional people do you anticipate will have participated in your organization's primary, in-person and online activities as audience members, spectators and attendees (if applicable)?** *This does not include volunteers or staff.*

Total number of spectators: 200 % Greenbelt residents 80%
 % ages 12 and under 10% % 13-17 yrs. 10% % 18-59 yrs. 40% % 60+ yrs. 40%

Briefly explain whom you have included in these figures.

Audience members.

8. **How many people do you anticipate will have volunteered this year to help run your organization and implement your sponsored activities?**

Total number of supporting volunteers: 8 % Greenbelt residents 25%
 % ages 12 and under 0 % 13-17 yrs. 0 % 18-59 yrs. 50% % 60+ yrs. 50%

Briefly describe the volunteers' activities.

Serve on Board of Directors as leaders/managers:

9. BACKGROUND CHECK VERIFICATION

To help ensure the safety of young program participants, all staff, contractors, and/or volunteers (age 18+) whom the Recognition Group intends to entrust directly with the care and control of minors (ages 17 & under) must complete a criminal background check. These individuals will undergo a criminal background check at the City's expense through NCSI (National Center for Safety Initiatives). Background checks are valid for only one year and must be resubmitted accordingly. It is the responsibility of each Recognition Group to ensure full compliance with this requirement, throughout the year. If your organization currently conducts background checks mandated by a parent organization, please indicate below. However, the background checks provided by the parent organization must meet or exceed the standards for exclusion of volunteers recommended by the National Recreation and Park Association and adopted by the city (*see next page*). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at aphelan@greenbeltmd.gov or 240-542- 2194.

Please check where applicable for your organization.



I certify that our organization does not work with minors.



I certify that our organization does work with minors, but we are never in "care and control" of minors (i.e. – legal parents/guardians are always present with minors)



I certify that our organization does work with minors and all required individuals will complete background checks through the City of Greenbelt and a roster of these volunteers will be provided to the City.



I certify that our organization does work with minors and background checks are completed by a parent organization.

Parent Organization: _____

Dan Celdran

General Manager

12.13.24

NAME

TITLE/POSITION

DATE

Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes. Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- **All Sex Offenses** – *Regardless of the amount of time since offense.*
Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- **All Felony Violence** – *Regardless of the amount of time since offense.*
Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- **All Felony offenses** other than **violence** or **sex** within the past 10 years.
Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- **All Misdemeanor Violence** offenses within the past 7 years
Examples include: simple assault, battery, domestic violence, hit & run, etc.
- **All misdemeanor drug & alcohol offenses** within the past 5 years or multiple offenses in the past 10 years.
Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- **Any other misdemeanor** within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.
Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft – if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case. The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public

- 10. Leaders.** However formally or informally your group may be organized, please list your leaders, their roles, and their residency status.

Name	Role	Greenbelt resident (yes/no)
Li'l Dan Celdran	General Manager	Yes
Joan Rackey	Conductor/Director	No
Alice Kreisle	Librarian	No
Paul Quillen	Treasurer	No
Janet Renze	Personnel Manager	No
Katherine Campanile	Publicity Manager	Yes
Vacant	Equipment/Property Manager	n/a
Tom Cherrix	Conductor Emeritus	No

- 11. Request for support.** Please describe the in-kind services which you anticipate requesting from the City of Greenbelt during the coming fiscal year. *Note: Recognition Group certification does not imply that all requests can be granted. Requests from the organization will be addressed on a case by case basis as they arise in accordance with applicable City policies and procedures.*

The Band appreciates the continuation of in-kind services including room reservations in the Community Ctr. for rehearsals on Mon. evenings (& concerts with concert seating in the Gym), & Tue. afternoons for Wind Ensemble.

We request the continuing provision of storage space for equipment & file cabinets for our music library. The Band requests the continued direct support of our Music Director by the City Council at \$3800 as in previous years. Thanks!

12. Electronic Signature

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the City of Greenbelt's Policy and Information Guide for Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature Dan Celdran Date 12.13.24
 Role within the organization General Manager

Additional Information

Season 2024-25 Accomplishments:

Monthly Board Meetings, update weather policy, update our Constitution and Bylaws

New leaders on the Board

Creation of logo and tag line, new Band shirts

Updating our website, creation of Google Group for communications

Concert promos thanks to GATe!

Creation of concert themes eg Patriotic, A Day with Disney, An Afternoon on Broadway

Instrument Garden (in conjunction with Disney concert) - learn about instruments and their sounds

Carpooling caravan to concerts outside of Greenbelt

Zero Waste potlucks/parties (celebrating end of season)

Repairing Timpani and other instruments; acquisition of xylophone

I'm so proud and pleased with our successes. It's been a joy working with everyone.

We continue to build and grow our community band and plan to offer more concerts and events to our neighbors next season. :)

Thank you for your continued support!

Musically,

Li'l Dan Celdran

To: Greenbelt City Council

Cc: Cathy Pracht

January 16, 2025

Dear Greenbelt City Council Members,

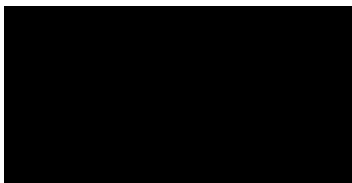
The Greenbelt Concert Band is deeply appreciative that the City Council has approved our past petitions requesting the Council to directly fund the salary of our Music Director as a support contractor to the City as had been done in previous years, rather than via the Operating Grant process that required matching funds.

The purpose of this letter is to again petition the City Council to directly fund the Band's Music Director for \$3800. Due to our 501(c)3 tax exempt status and enhanced fundraising, including notable voluntary contributions from Band members, we have raised sufficient funding to cover our operational costs, thus we no longer request matching funds from the City Council, and will meet all operational costs internally. Since we do not request operational funding, a Basic Certification (for in-kind services only) application has been submitted.

Our hope is that the Council will continue the direct funding of our Music Director now, and in years to come.

Respectfully,

Danielle "Li'l Dan" Celdran, General Manager, Greenbelt Concert Band



A handwritten signature in cursive script that reads "Dan Celdran".

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM

OPERATING GRANT APPLICATION INSTRUCTIONS

Fiscal Year 2026

Period of Support: July 1, 2025 - June 30, 2026

Applications and supporting documents are due by 4:30pm on Monday, February 3, 2025. Submit all materials in a single email to: cpracht@greenbeltmd.gov.

For assistance:

contact the Recreation Department's Administrative Coordinator at
301-397-2200 or cpracht@greenbeltmd.gov

1. Please read the Policy and Information Guide for Recognition Groups. This guide contains important information about the different levels of in-kind and financial support available to community organizations which serve Greenbelt residents. The Guide also provides an overview of several different applications corresponding with these levels of support. Before completing this form, make sure you have selected the application that is the best match with your needs and qualifications.
2. Please read the Sample Score Sheet for Operating Grant Applications, available online, to see how your application will be evaluated by the Grant Review Panel. 50% of your score will be based on your organization's program history and impact, and 50% of your score will be based on your organizational effectiveness with respect to leadership, volunteer engagement, and finances.
3. Please read this application in full before completing it. This will help to ensure that your information is presented in the right place and that you have all the information at hand that you will need. Some materials will need to be provided in PDF format; if you need assistance, please contact the Recreation Department Administrative Coordinator. Instructions are provided below for naming your PDF files; you may substitute a commonly used acronym — such as "CHEARS" — in place of the full name of the organization where indicated in the format.
4. All questions on this form must be completed. Incomplete applications will not be presented to the Grant Review Panel and they will be ineligible for funding. You may enter "N/A" for any individual line items which are not applicable to your organization. It is recommended that you keep notes on file detailing how all audience and budget figures have been derived.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM

OPERATING GRANT APPLICATION

Fiscal Year 2026

A. GENERAL INFORMATION

1. Name of organization.. Greenbelt Boys and Girls Club

2. Year of founding:

3. Website: www.greenbeltgbc.org

4. Social media: Facebook and Instagram

5. Federal tax ID # (if applicable):

6. Contact person: Name Orin Howard

Position President Telephone

E-mail

7. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):

8. What is the mission of this organization? Whom do you intend to serve?

The mission is to provide quality athletic programs that contribute to the positive building of character, personality, and overall development of our city youth. We look to instill guidance, discipline, and leadership skills through participation in the various sports programs and activities provided by our club.

8. Please indicate the amount of your request _____ here 11 000 and briefly summarize the intended use of these funds below. Please be as specific as possible.

We are expanding sports to include golf. We will maintain basketball, flag football, and track and field. if tackle football has a demand, we will pursue.

9. City of Greenbelt funding status. Please check one. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization is currently:

____a Council-approved Greenbelt Recognition Group receiving in-kind support only; the organization previously received Recognition Group funding in FY 2023 or FY 2024 ____a Council-approved Greenbelt Recognition Group that received an FY25 project grant ____a Council-approved Greenbelt Recognition Group that received an FY25 operating grant

10. Non-profit status. Please check all that apply. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization:

____ Is recognized by the Internal Revenue Service as a 501 (C)3 not-for-profit organization

☒ Has applied to the Internal Revenue Service for 501 (C)3 status

____ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

11. Financial need. Please check all that apply.

____ At the conclusion of FY24, the organization's checking/savings balance was at least 50% of the amount of the organization's total FY25 operating budget. Restricted operating funds are included; restricted funds for capital projects are excluded.

☒ The organization is projecting a revenue surplus for FY25.

____The organization is projecting a revenue surplus for FY26.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount requested.

City funding ensures residents receive the lowest prices in the county for sports programming. City funding provides the program the operating budget that provides timely financing to ensure programming and provides a scholarship opportunities for families.

B. COMMUNITY MEMBERS SERVED

- 1 . How many people actively participate in your organization's primary, in-person or online programming activities? Include projections and estimates as needed. Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or This does not include volunteers or staff. 260 July 2023-June 2024 July 2024-June 2025 July 2025-June 2026 (Projected) Current year: % Greenbelt residents/organizations % Non-residents/organizations ____ages 12 and under 40 % 13-17 yrs. 30 % 18-59 yrs. 20 % yrs. 10
2. How many _____ additional _____ people _____ participate in your organization's in-person or online programming activities as audience members, spectators and attendees? This does not include volunteers or staff.
- 400 450 450
July 2023-June 2024 July 2024-June 2025____July 2025-June 2026 (Projected)____
40 60
Current year: % Greenbelt residents % Non-residents ____
% ages 12 and under ⁴⁰ ____ % 13-17 ____ yrs. 30 % ____ 18-59 ____ yrs. 20
% 60+ yrs. 10

C. KEY PERSONNEL

- 1 . Governance. Please list your current Board of Directors or equivalent and the officers of your organization. Please specify whether or not they are Greenbelt residents and whether the receive compensation from the organization for their work in any capacity (employee, contractor, consultant or unpaid).

Name	Greenbelt resident es/no	Title/Role	Compensation Status
Orin Howard	yes	board member	
Tonya Thomas		board member	
Chelsea Jones	yes	board member	
James Jones		board member	
Anitra Byers	yes	board member	
Louis Saint-felix		board member	
David Rodriguez		board member	
Tatjana Rodriquez		board member	

Is your organization's leadership representative of the population which you intend to serve?
Please comment.

GBGC serves a diverse population throughout the years. The majority of the members are currently African American. The majority of the board is African American.

2. Paid personnel. Please provide information for the current fiscal year.

Employees

Position	# of employees	#hours/ person/ week	Description of duties If positions are seasonal, please indicate months of service.
N/A			

Independent contractors and consultants

Role	# of contractors
Jimi Kolowada tax consultant	1

3. City staff disclosure. If any of your Board members or key staff persons are City of Greenbelt employees, please provide their name, Department and job title below.

N/A

4. Volunteers

150 120 130
July 2023-June 2024 July 2024-June 2025 July 2025-June 2026 (projected)
Current year: % Greenbelt residents % F-residents 20 10 % ages 12 and under %
13-17 yrs. % 18-59 yrs. % 60+ yrs. Please describe the ways in which
volunteers contribute to your organization.

5. BACKGROUND CHECK VERIFICATION

To help ensure the safety of young program participants, all staff, contractors, and/or volunteers (age 18+) whom the Recognition Group intends to entrust directly with the care and control of minors (ages 17 & under) must complete a criminal background check. These individuals will undergo a criminal background check at the City's expense through NCSI (National Center for Safety Initiatives). Background checks are valid for only one year and must be resubmitted accordingly. It is the responsibility of each Recognition Group to ensure full compliance with this requirement, throughout the year. If your organization currently conducts background checks mandated by a parent organization, please indicate below. However, the background checks provided by the parent organization must meet or exceed the standards for exclusion of volunteers recommended by the National Recreation and Park Association and adopted by the city (see next page). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at aphelan@greenbeltmd.gov or 240-542-2194.

Please check where applicable for your organization.

☐

I certify that our organization does not work with minors.

☐

I certify that our organization does work with minors, but we are never in "care and control" of minors
(i.e. — legal parents/guardians are always present with minors)

I certify that our organization does work with minors and all required individuals will complete background checks through the City of Greenbelt and a roster of these volunteers will be provided to the City.

I certify that our organization does work with minors and background checks are completed by a parent organization.

Parent Organization: Prince Georges County Boys and Girls Club

Orin Howard President

2/1/25

NAME

SIGNATURE

TITLE/POSITION

DATE

Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes. Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- All Sex Offenses — Regardless of the amount of time since offense.
Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- All Felony Violence — Regardless of the amount of time since offense.
Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- All Felony offenses other than violence or sex within the past 10 years.
Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- All Misdemeanor Violence offenses within the past 7 years
Examples include: simple assault, battery, domestic violence, hit & run, etc.
- All misdemeanor drug & alcohol offenses within the past 5 years or multiple offenses in the past 10 years.
Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- Any other misdemeanor within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.
Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft — if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case. The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.

D. FINANCIAL INFORMATION. Please include below the funds which you are requesting from the City and the corresponding proposed expenditures. This is a cash budget; do not include any in-kind values.

EXPENSES	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 June 30, 2026
a. Salaries and wages	n/a			
b. Consultants'	taxes	500	2K	3K
c. Contractual personnel	n/a			
d. Facility rental	basketball gym	300		700
e. Online services	registration and website			
f.Dues,memberships, league fees	dues	14K	15K	16K
Utilities	n/a			
h. Insurance	insurance for players	500		700
Supplies and materials	cleaning supplies	500	700	700
Equipment purchases	sports equip	10K	12K	13K
k. Equipment rental	n/a			
Marketing and outreach	n/a			
m. Travel and lodge in	n/a			
n. Food/catering	snacks	400	500	500
o. Awards	n/a			
. Grants	donations	2k	2k	2k
q. Payment of debt				
r. Taxes				
s. Other				
t. Other				
u. Other				
Total Expenses		28200	33,400	36,600

INCOME	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 June 30, 2026
a. Sales of foods	snacks and drinks, football socks,etc	1,000	2,000	2,000
b. Admissions	n/a			
c. Tuition				
d. Fees for services rendered				
e. Membership dues, registration fees	dues	24000	25000	26000
f. Corporate support	sponsorship	0	3000	4000
g. Foundation support				
h. Individual donations	special equipment	1000	2000	2000
City of Greenbelt support		11,000	11,000	11,000
Other grants				
k. Other*				
Other*				
m. Other*				
Total income		37000	43000	45000
Net profit or loss		Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 June 30, 2025	Projected, Next Fiscal Year July 1, 2025 June 30, 2026
Profit (income in excess of expenses)		7800	8600	8400
Loss (expenses in excess of income)	Amount to be made up through the organization's savings (counts toward our grant match)			

	Amount to be made up with borrowed funds (does not count toward your grant match)			
--	---	--	--	--

* If you wish to list fund-raising income that doesn't fit into one of the other categories, please specify the nature of your activities in the Description column. Please do not indicate 'fund raising', as this is not sufficiently clear.

If there is an increase or decrease of 50% or more in any individual expense or income line items from one year to the next, you will need to provide an explanation of these variances.

Financial Reserves

Assets	Actual as of June 30, 2024 (Last Fiscal Year)	Projected as of June 30, 2025 (Current Fiscal Year)
a. Checking/savings accounts*	6,000	8400
b. Restricted operation funds *		
c. Restricted capital funds**		
d. Investments		
e. Endowment balance		
f. Planned giving commitments		
Total Financial Reserves	6000	8400

*Unrestricted funds which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

Debt

Creditor	Loan purpose	Actual: loan balance as of June 30, 2024 Last Fiscal Year	Projected: loan balance as of June 30, 2025 Current Fiscal Year
Orin Howard			
b. Orin Howard			
c. Orin Howard			
Total Debt			

In-Kind Contributions Received Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Description	Actual Totals, Last Fiscal Year July 1, 2023 - June 30, 2024	Budget, Current Fiscal Year July 1, 2024 June 30, 2025	Projected, Next Fiscal Year July 1, 2025 June 30, 2026
a. Pro-bono professional services (legal, accounting, etc.				
b. Other waived fees				
c. Donated equipment	equipment	3000	2000	2000
d. Donated supplies and materials				
e. Donated travel and lodging costs				
f. Donated space rental				
g. Other				
Total In-Kind Contributions		3000	2000	2000

Use of Past Grant Funds

Please provide a summary of all receipts submitted to Greenbelt Recreation for reimbursement during the most recently completed fiscal year in which you received funding. Receipts under \$100 for similar purposes, such as office supplies, can be combined on a single line without specifying a date.

Most recent year of City grant support: July 1, 2025 - June _____

✓ Grant type — please check one: _____ Project/ Operating ☒

Date of expense	Description of reimbursed expense	Amount
12/11/24	basketball uniforms	3200
12/26/24	basketball uniforms	3200
12/11/24	Insurance	322.50
1/30/25	PGCBGC dues	3,227.50
	Total:	10,000

During Fiscal Year 2026, receipts presented to Greenbelt Recreation for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Orin Howard

Title: President

Louis Saint-Felix

Title: Treasurer

F. NARRATIVE. Please address all of the following prompts and questions briefly in four pages or fewer. Number your responses according to the structure below. Save your document as a PDF with the file name: name_of_organization_narrative FY26.

Program History and Impact

1. **Activities.** Provide a brief historical overview of your organization, including a general description of the organization's sponsored activities. Highlight your greatest achievements during the current and most recently completed years. If known, please comment also on any aspects of your program that are distinctive, creating opportunities that would otherwise be lacking in Greenbelt or the surrounding area. If your programs may appear to duplicate or compete with services currently provided by the City of Greenbelt or other Recognition Groups, please clarify the unique value of your activities.
2. **Partnerships.** If applicable, please provide examples of how your organization has collaborated with other Greenbelt community organizations on program development and/or promotions during the past and current fiscal years. Do you have any plans to collaborate with other Greenbelt organizations in the period of support?
3. **Personal benefit.** How do direct participants and spectators personally benefit from your sponsored activities?
4. **Community benefit.** If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its residents? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Organizational Effectiveness

5. **Diversity, equity and inclusion.** The City's Recognition Group program, as a whole, is intended to serve Greenbelt residents in the full scope of their diversity. How do this organization's activities help the City of Greenbelt achieve the goal of engaging its diverse population?
Has your organization identified any barriers to diverse participation in the activities and/or leadership structure of your group, and if so, how is your group addressing these barriers?
6. **Marketing, outreach and evaluation.** Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?
7. **Challenges.** Please describe your organization's significant long or short-term challenges. How are you addressing them?
8. **Goals.** What are your organization's goals and how are you working toward them?
9. **City support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year, if applicable. How much funding is your organization requesting of the City for FY26? How would these funds be used? Please be as specific as possible.
What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

10. Matching funds. Operating grants are capped at a maximum of 50% of an organization's operating budget for the coming year. (Most grant awards are for a smaller percentage.) For every dollar awarded by the City of Greenbelt, an operating grant recipient must also spend at least one dollar from other sources on their program and operating expenses during the period of support. These sources may include the organization's savings as well as new revenues such as: registration fees; donations; sales of memberships, tickets or goods; and other grant income. Loans, planned giving commitments and income channeled into investments or endowment funds would not count toward the match.

How does your organization plan to match your requested City funding in FY26? If your organization experienced a deficit last fiscal year, or if your organization failed to match a City of Greenbelt grant, please also explain the problem and how you are working to correct it this year.

Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving City funding. Your success in meeting your FY25 match may affect your grant amount for FY26.

F. REQUIRED DOCUMENTS: please send the following in PDF format to the address on page 1 in a single email.

1. Completed application. Please format your file name as follows: name_of_organization_application FY26.
2. Budget variances (if applicable): explanation of income and expense variations over 50%. See section D. File name format: name_of_organization_variances FY26
3. Narrative. Please format your file name as follows: name_of_organization_narrative FY26. Limit: 4 pages.
4. List of programs reflecting the organization's activities from your previous and current fiscal years (combined into one file). File name: name_of_organization_programs FY26. You may either scan existing materials such as season schedules or type a combined summary list. Limit: 3 pages.
5. Brief bios for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name_of_organization bios FY26
6. OPTIONAL: Up to three letters of support. Each letter should be no longer than one page. Letters can be combined or attached separately. File name: name_of_organization letter 1_FY26 (etc).

In the interest of fairness and respect for our panelists' time, please observe all page limitations and refrain from submitting any materials not requested in this application. Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

G. ELECTRONIC SIGNATURE I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Greenbelt Recognition Groups and have agreed to abide by the requirements stated therein.

Orin Howard

2/1/25

Signature _____
Date President Your role within the applicant organization: _____

Additional Information

1. The Greenbelt Boys and Girls Club has been operating for over 60 years. It was one of the first Boys and Girls clubs in the state of Maryland. The club provides the following activities for its youth ages 5-18: spring soccer, track and field, county basketball, intramural basketball, cheerleading, flag football, kickball, and tackle football. Several of our teams have made it to the playoffs in their division. Several of our basketball teams have won the championship for their age group. Our football program is declining which is consistent throughout the county. Our club has had several members move on to become high school, collegiate, and professional athletes.

The club continues to offer local sports and mentorship to the residents. It has allowed and supported youth to go on to collegiate and professional sports. It has also served as support for many families in the community. We manage this program with 33 volunteers who serve in various roles. Our club competes with many other programs that offer the same services. Ironically, we have increased the number of young people for basketball this year. We have decreased our football membership. We are attempting to explore a partnership with golf in the spring. 24-25 to introduce the sport. We also plan on bringing in kickball.

The club maintains the equipment standard and certifies helmets annually. The club will be contracting a certified CPR and AED instructor to improve safety.

2. We consider the club a viable part of the Greenbelt community. Local Vendors and community members can expect and support. In addition, our club increases investment in the Greenbelt community financially during our activities. Many of the local members can have direct interaction and participate with the coaches and players. The club sports bring other residents to the community which can contribute to increased business in the city.

Our partnership strategies include fundraising opportunities with local restaurants and sports programs that share our values. We are currently engaged in discussions with the National Boys and Girls Club and local schools to explore potential opportunities.

3. Our members and spectators directly benefit from our commitment to community and health. It is an opportunity to meet new people, spend time with family and friends, exercise, celebrate our accomplishments, and grow from our losses. It is also an opportunity to give back to the community through volunteering. We also assist high school students with meeting their mandate for community service hours.
4. Fitness, mentorship, and community are staples for our club. Our club continues to offer opportunities to youth of all skill levels. We also contribute to the community through scholarships and community service. We are immensely proud of all the people involved in the club. We are extremely proud to offer the lowest club fees in the county with ongoing support from the city and the community.

5. Our organization is based on diversity. Our membership of the volunteers and board members reflects the composition of our members. Unfortunately, we have lost some of our sports over the years. Our baseball program is no longer associated with the club and there have been multiple soccer programs added. We have lost a fair amount of white youth and families as a result. We hope that we add sports and activities that will generate more interest in this population in the future.
6. We utilize a web-based application that supports the Prince Georges County web-based site for families to learn about our activities. We have targeted marketing in specific communities that give flyers for our events. We promote our activities at the local schools and partner with local coaches from our high schools. We offer surveys and hold focus group meetings for input. We have also modified our website and plan to utilize the Greenbelt News Review and other opportunities like the Labor Day festival to market.
7. Obtaining quality coaches and supporting healthy competition are our major initiatives this year. One of the realities of our tenure has been the lack of interest and quality volunteers. We have established a standard that we are proud of that limits negative incidents. We pride ourselves on the relationships that we established with the city. We are unwilling to compromise our core values. We will be having a retreat to establish some new goals on recruitment and the standard.
8. Our primary goal is to continue to offer quality opportunities for families. We will introduce new sports or other valuable opportunities when presented. We will also work towards increasing our voluntary work to replace us and maintain our standards.
9. We are asking for \$11,000 during this grant cycle. We are now Greenbelt Gators. We plan to utilize the funds for the following: Offer scholarships to families in need, offer workshops and training, improve the safety of our equipment, and space rentals, provide more training to our volunteers, explore more sports like lacrosse and kickball, pay any federal government fees for our status (and for professional support), replace old uniforms (every 3 years), and purchase equipment. Our financial goal is to match and exceed any costs associated with the club.
10. Given the city's support, we offer members annual sports dues and discounted sports dues. In addition, we accept donations from different supporters. In 2022-2023, we were able to match funds and exceed funds with our registration fees. We will continue to match funds as our program grows. We have seen an increase in basketball participants.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM

OPERATING GRANT APPLICATION INSTRUCTIONS

Fiscal Year 2026

Period of Support: July 1, 2025 – June 30, 2026

Applications and supporting documents are due by 4:30pm on **Monday, February 3, 2025**.
Submit all materials in a single email to: cpracht@greenbeltmd.gov.

For assistance:

contact the Recreation Department's Administrative Coordinator
at 301-397-2200 or cpracht@greenbeltmd.gov

- 1. Please read the Policy and Information Guide for Recognition Groups.** This guide contains important information about the different levels of in-kind and financial support available to community organizations which serve Greenbelt residents. The Guide also provides an overview of several different applications corresponding with these levels of support. Before completing this form, make sure you have selected the application that is the best match with your needs and qualifications.
- 2. Please read the Sample Score Sheet for Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 50% of your score will be based on your organization's program history and impact, and 50% of your score will be based on your organizational effectiveness with respect to leadership, volunteer engagement, and finances.
- 3. Please read this application in full before completing it.** This will help to ensure that your information is presented in the right place and that you have all the information at hand that you will need. Some materials will need to be provided in PDF format; if you need assistance, please contact the Recreation Department Administrative Coordinator. Instructions are provided below for naming your PDF files; you may substitute a commonly used acronym – such as "CHEARS" – in place of the full name of the organization where indicated in the format.
- 4. All questions on this form must be completed.** Incomplete applications will not be presented to the Grant Review Panel and they will be ineligible for funding. You may enter "N/A" for any individual line items which are not applicable to your organization. It is recommended that you keep notes on file detailing how all audience and budget figures have been derived.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM
OPERATING GRANT APPLICATION
Fiscal Year 2026

A. GENERAL INFORMATION

1. Name of organization: _____
2. Year of founding: _____ 3. Website: _____
4. Social media: _____
5. Federal tax ID # (if applicable): [REDACTED] _____
6. Contact person: Name _____ Position _____
Telephone [REDACTED] _____ E-mail [REDACTED] _____
7. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):

[REDACTED] _____
8. What is the mission of this organization? Whom do you intend to serve?

8. Please indicate the amount of your request here _____ and briefly summarize the intended use of these funds below. Please be as specific as possible.

9. **City of Greenbelt funding status. Please check one.** *(If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.)* The applicant organization is currently:

- _____ a Council-approved Greenbelt Recognition Group receiving in-kind support only;
the organization previously received Recognition Group funding in FY 2023 or FY 2024
- _____ a Council-approved Greenbelt Recognition Group that received an FY25 project grant
- _____ a Council-approved Greenbelt Recognition Group that received an FY25 operating grant

10. Non-profit status. Please check all that apply. (If none of these apply to your organization, your group is not eligible to apply for an operating grant at this time.) The applicant organization:

_____ Is recognized by the Internal Revenue Service as a 501(C)3 not-for-profit organization

_____ Has applied to the Internal Revenue Service for 501(C)3 status

_____ Is affiliated with another organization which holds 501(C)3 status and serves as the fiscal sponsor for the applicant organization. Name of sponsoring organization:

11. Financial need. Please check all that apply.

_____ At the conclusion of FY24, the organization's checking/savings balance was at least 50% of the amount of the organization's total FY25 operating budget. *Restricted operating funds are included; restricted funds for capital projects are excluded.*

_____ The organization is projecting a revenue surplus for FY25.

_____ The organization is projecting a revenue surplus for FY26.

If any of the above apply to your organization, please explain your need for City of Greenbelt funding in the amount requested.

B. COMMUNITY MEMBERS SERVED

1. How many people actively participate in your organization's primary, in-person or online programming activities? Include projections and estimates as needed. *Sports programs: include registered players only. Performing arts programs: include performers/production teams only. Festivals: include featured artists/performers and individuals or organizations with a booth, table, activity or parade unit. This does not include volunteers or staff.*

July 2023-June 2024 _____ July 2024-June 2025 _____ July 2025-June 2026 (Projected) _____

Current year: % Greenbelt residents/organizations _____ % Non-residents/organizations _____
% ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. _____ % 60+ yrs. _____

2. How many additional people participate in your organization's in-person or online programming activities as audience members, spectators and attendees? *This does not include volunteers or staff.*

July 2023-June 2024 _____ July 2024-June 2025 _____ July 2025-June 2026 (Projected) _____

Current year: % Greenbelt residents _____ % Non-residents _____

% ages 12 and under _____ % 13-17 yrs. _____ % 18-59 yrs. _____ % 60+ yrs. _____

C. KEY PERSONNEL

1. **Governance.** Please list your current Board of Directors or equivalent and the officers of your organization. Please specify whether or not they are Greenbelt residents and whether they receive compensation from the organization for their work in any capacity (employee, contractor, consultant or unpaid).

Name	Greenbelt resident (yes/no)	Title/Role	Compensation Status

Is your organization's leadership representative of the population which you intend to serve?
Please comment.

--

2. **Paid personnel.** Please provide information for the current fiscal year.

Employees

Position	# of employees	# hours per person per week	Description of duties <i>If positions are seasonal, please indicate months of service.</i>

Independent contractors and consultants

Role	# of contractors <i>Individuals or companies</i>

3. **City staff disclosure.** If any of your Board members or key staff persons are City of Greenbelt employees, please provide their name, Department and job title below.

4. **Volunteers**

July 2023-June 2024 ____ July 2024-June 2025 ____ July 2025-June 2026 (projected) ____

Current year: % Greenbelt residents ____ % Non-residents ____

% ages 12 and under ____ % 13-17 yrs. ____ % 18-59 yrs. ____ % 60+ yrs.

____ Please describe the ways in which volunteers contribute to your organization.

5. BACKGROUND CHECK VERIFICATION

To help ensure the safety of young program participants, all staff, contractors, and/or volunteers (age 18+) whom the Recognition Group intends to entrust directly with the care and control of minors (ages 17 & under) must complete a criminal background check. These individuals will undergo a criminal background check at the City's expense through NCSI (National Center for Safety Initiatives). Background checks are valid for only one year and must be resubmitted accordingly. It is the responsibility of each Recognition Group to ensure full compliance with this requirement, throughout the year. If your organization currently conducts background checks mandated by a parent organization, please indicate below. However, the background checks provided by the parent organization must meet or exceed the standards for exclusion of volunteers recommended by the National Recreation and Park Association and adopted by the city (*see next page*). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at aphelan@greenbeltmd.gov or 240-542- 2194.

Please check where applicable for your organization.

- ☐ *I certify that our organization does not work with minors.*
- ☐ *I certify that our organization does work with minors, but we are never in "care and control" of minors
(i.e. – legal parents/guardians are always present with minors)*
- ☐ *I certify that our organization does work with minors and all required individuals will complete background checks through the City of Greenbelt and a roster of these volunteers will be provided to the City.*
- ☐ *I certify that our organization does work with minors and background checks are completed by a parent organization.*

Parent Organization: _____

NAME	SIGNATURE	TITLE/POSITION	DATE
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Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes. Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt. This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- **All Sex Offenses** – *Regardless of the amount of time since offense.*
Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- **All Felony Violence** – *Regardless of the amount of time since offense.*
Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- **All Felony offenses** other than **violence** or **sex** within the past 10 years.
Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- **All Misdemeanor Violence** offenses within the past 7 years
Examples include: simple assault, battery, domestic violence, hit & run, etc.
- **All misdemeanor drug & alcohol offenses** within the past 5 years or multiple offenses in the past 10 years.
Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
- **Any other misdemeanor** within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.
Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft – if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case. The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.

- D. **FINANCIAL INFORMATION**. Please include below the funds which you are requesting from the City and the corresponding proposed expenditures. This is a cash budget; do not include any in-kind values.

EXPENSES	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Salaries and wages				
b. Consultants' fees				
c. Contractual personnel				
d. Facility rental				
e. Online services				
f. Dues, memberships, league fees				
g. Utilities				
h. Insurance				
i. Supplies and materials				
j. Equipment purchases				
k. Equipment rental				
l. Marketing and outreach				
m. Travel and lodging				
n. Food/catering				
o. Awards				
p. Grants				
q. Payment of debt				
r. Taxes				
s. Other				
t. Other				
u. Other				
Total Expenses				

INCOME	Description	Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Proposed, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Sales of goods				
b. Admissions				
c. Tuition				
d. Fees for services rendered				
e. Membership dues, registration fees				
f. Corporate support				
g. Foundation support				
h. Individual donations				
i. City of Greenbelt support				
j. Other grants				
k. Other*				
l. Other*				
m. Other*				
Total income				
Net profit or loss		Actual Totals, Last Fiscal Year July 1, 2023 June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
Profit (income in excess of expenses)				
Loss (expenses in excess of income)	Amount to be made up through the organization's savings (counts toward your grant match)			
	Amount to be made up with borrowed funds (does not count toward your grant match)			

** If you wish to list fund-raising income that doesn't fit into one of the other categories, please specify the nature of your activities in the Description column. Please do not indicate "fund raising", as this is not sufficiently clear.*

If there is an increase or decrease of 50% or more in any individual expense or income line items from one year to the next, you will need to provide an explanation of these variances.

Financial Reserves

Assets	Actual as of June 30, 2024 (Last Fiscal Year)	Projected as of June 30, 2025 (Current Fiscal Year)
a. Checking/savings accounts*		
b. Restricted operating funds **		
c. Restricted capital funds**		
d. Investments		
e. Endowment balance		
f. Planned giving commitments		
Total Financial Reserves		

*Unrestricted funds which the organization may spend at its discretion.

** Cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign. Please indicate the purpose of these funds here:

Debt

Creditor	Loan purpose	Actual: loan balance as of June 30, 2024 (Last Fiscal Year)	Projected: loan balance as of June 30, 2025 (Current Fiscal Year)
a.			
b.			
c.			
Total Debt			

In-Kind Contributions Received

Please estimate dollar values.

IN-KIND CONTRIBUTIONS	Description	Actual Totals, Last Fiscal Year July 1, 2023 – June 30, 2024	Budget, Current Fiscal Year July 1, 2024 – June 30, 2025	Projected, Next Fiscal Year July 1, 2025 – June 30, 2026
a. Pro-bono professional services (legal, accounting, etc)				
b. Other waived fees				
c. Donated equipment				
d. Donated supplies and materials				
e. Donated travel and lodging costs				
f. Donated space rental				
g. Other				
Total In-Kind Contributions				

Use of Past Grant Funds

Please provide a summary of all receipts submitted to Greenbelt Recreation for reimbursement during the most recently completed fiscal year in which you received funding. Receipts under \$100 for similar purposes, such as office supplies, can be combined on a single line without specifying a date.

Most recent year of City grant support: July 1, ____ - June 30, ____

Grant type – please check one: Project ____ / Operating ____

Date of expense	Description of reimbursed expense	Amount
	Total:	

During Fiscal Year 2026, receipts presented to Greenbelt Recreation for reimbursement should be accompanied by a brief note indicating the purpose of the expenditure. Expenses must relate clearly to the purposes specified in this application for which funding was sought and approved. The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement:

Name: _____ Title: _____

Name: _____ Title: _____

F. NARRATIVE. Please address all of the following prompts and questions briefly in four pages or fewer. Number your responses according to the structure below. Save your document as a PDF with the file name: name_of_organization_narrative_FY26.

Program History and Impact

1. **Activities.** Provide a brief historical overview of your organization, including a general description of the organization's sponsored activities. Highlight your greatest achievements during the current and most recently completed years. If known, please comment also on any aspects of your program that are distinctive, creating opportunities that would otherwise be lacking in Greenbelt or the surrounding area. If your programs may appear to duplicate or compete with services currently provided by the City of Greenbelt or other Recognition Groups, please clarify the unique value of your activities.
2. **Partnerships.** If applicable, please provide examples of how your organization has collaborated with other Greenbelt community organizations on program development and/or promotions during the past and current fiscal years. Do you have any plans to collaborate with other Greenbelt organizations in the period of support?
3. **Personal benefit.** How do direct participants and spectators personally benefit from your sponsored activities?
4. **Community benefit.** If applicable, please comment on how you believe your programs enhance the community at large. How do your activities contribute to the overall vitality of Greenbelt and the well-being of its residents? How is your organization helping to make Greenbelt a better, healthier and happier place in which to live, work and play?

Organizational Effectiveness

5. **Diversity, equity and inclusion.** The City's Recognition Group program, as a whole, is intended to serve Greenbelt residents in the full scope of their diversity. How do this organization's activities help the City of Greenbelt achieve the goal of engaging its diverse population?
Has your organization identified any barriers to diverse participation in the activities and/or leadership structure of your group, and if so, how is your group addressing these barriers?
6. **Marketing, outreach and evaluation.** Please describe the ways in which you communicate with current and prospective participants. How do you inform the community about your sponsored activities and encourage participation? How do you collect input and feedback?
7. **Challenges.** Please describe your organization's significant long or short-term challenges. How are you addressing them?
8. **Goals.** What are your organization's goals and how are you working toward them?
9. **City support.** Please indicate what financial and in-kind support has been provided to your organization by the City during the current year, if applicable. How much funding is your organization requesting of the City for FY26? How would these funds be used? Please be as specific as possible.
What in-kind support, if any, does your organization anticipate requesting from the City during the coming year?

- 10. Matching funds.** Operating grants are capped at a maximum of 50% of an organization's operating budget for the coming year. (Most grant awards are for a smaller percentage.) For every dollar awarded by the City of Greenbelt, an operating grant recipient must also spend at least one dollar from other sources on their program and operating expenses during the period of support. These sources may include the organization's savings as well as new revenues such as: registration fees; donations; sales of memberships, tickets or goods; and other grant income. Loans, planned giving commitments and income channeled into investments or endowment funds would not count toward the match.

How does your organization plan to match your requested City funding in FY26? If your organization experienced a deficit last fiscal year, or if your organization failed to match a City of Greenbelt grant, please also explain the problem and how you are working to correct it this year.

Reminder: as explained on page 4 of the Policy and Information Guide, a match certification statement will be required at the end of the current fiscal year if your group is now receiving City funding. Your success in meeting your FY25 match may affect your grant amount for FY26.

F. REQUIRED DOCUMENTS: please send the following in PDF format to the address on page 1 in a single email.

1. **Completed application.** Please format your file name as follows:
name_of_organization_application_FY26.
2. **Budget variances (if applicable):** explanation of income and expense variations over 50%. See section D. File name format: name_of_organization_variances_FY26
3. **Narrative.** Please format your file name as follows: name_of_organization_narrative_FY26. **Limit: 4 pages.**
4. **List of programs** reflecting the organization's activities from your previous and current fiscal years (combined into one file). File name: name_of_organization_programs_FY26. You may either scan existing materials such as season schedules or type a combined summary list. Limit: 3 pages.
5. **Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name_of_organization_bios_FY26
6. **OPTIONAL: Up to three letters of support.** Each letter should be no longer than one page. Letters can be combined or attached separately. File name: name_of_organization_letter_1_FY26 (etc).

In the interest of fairness and respect for our panelists' time, **please observe all page limitations and refrain from submitting any materials not requested in this application.** Extra pages and unsolicited materials will not be forwarded to the Grant Review Panel.

G. ELECTRONIC SIGNATURE

I, the undersigned, certify that the information contained in this application is true, complete, and accurate. I have been authorized to submit this application to the City of Greenbelt by the governing body of the applicant organization. **By signing this application, I certify that the organization's leaders have read the Policy and Information Guide for Greenbelt Recognition Groups and have agreed to abide by the requirements stated therein.**

Signature _____ Date _____

Your role within the applicant organization: _____

Additional Information

Greenbelt Youth Baseball Little League (GYBLL)

Narrative FY 26

Program History and Impact

1. Organizational history and activities

Greenbelt Youth Baseball was incorporated in 2016, but continues a tradition of organized youth baseball in Greenbelt dating back to 1951. In 2019, Greenbelt Youth Baseball joined Little League (now known as Greenbelt Youth Baseball Little League (GYBLL)) and now participates in the various activities that Little League provides. This includes playing games with other leagues in our District, such as Laurel and South Baltimore, as well as playing in the state tournament at the end of the season. This provides new opportunities for both our players and the city as a whole. Teams from other areas will visit Greenbelt to play regular season games. In July 2023, we hosted our first tournament through Little League, bringing even more visitors to our city.

Our group provides the opportunity to learn and play the game of baseball to children between the ages 4 and 14 years old who live within the city limits of Greenbelt and the surrounding area. When possible, our season begins in the Spring of each year. The season typically kicks off with an opening day parade, which includes all teams displaying their banner and marching to a league baseball field, and after a presentation of each team, a double header is played. Since we are now part of Little League, the season typically ends with a state tournament. The winner of that tournament will go on with the opportunity to play for the national championship. The season ends in July.

With increased competition from other sports (soccer and lacrosse for example) and many baseball programs now being year-round, highly competitive travel teams, several neighboring jurisdictions have been cutting recreational baseball, leading players and even teams to seek to join us.

Our main activities are typically in the spring and early summer. We do also hold a Fall Ball session in September and October. During Fall Ball we seek to play games against other area leagues when the opportunity arises. If that is not an option, then we offer games within our league, as well as practice opportunities.

It is important to note that the operating grant does not go towards any of the expenses for the Junior team (ages 14). Their expenses are not included in the application.

2. Partnerships

Many of our collaborations have been with sponsors, who provide us funds in return for marketing opportunities. We also partner with several area businesses in activities which generate more business for them and funds for us. Teams from our league sometimes scrimmage against teams from other leagues in the area.

3. Personal benefit

Throughout all levels of our division participants are given an opportunity to be physically active in an enjoyable manner. At each level, they learn teamwork, sportsmanship, and respect for their opponents. As they advance, they learn leadership, responsibility and how to encourage their teammates.

Spectators are treated to live baseball games that are often very competitive and exciting.

4. Community benefit

We provide an outlet for healthy activity for the participants and coaches. Many people attend our games, which are free of charge. This provides entertainment and social interaction. By being part of Little League and playing games against other areas, more people will come to Greenbelt to play games. This in turn provides support to local businesses.

Organizational Effectiveness

5. Diversity, equity and inclusion

GYBLL is available to all boys and girls, ages 4-14. We have players of various diversity in our organization, and we encourage everyone to work together as a team and as a community to achieve a goal. Our mission is that if a player wants to play ball, then they should be able to. We will work with any family to ensure they have the equipment, scholarships, relationships, and coaching that they need to succeed. Everyone is welcome and we want to make sure that they feel like they are welcome. If any issues dealing with diversity arise, then we will address it accordingly.

6. Marketing, outreach and evaluation

GYBLL reaches prospective participants by advertising in the Greenbelt News Review; publishing announcements in social media such as Facebook and email list-serves; and, when possible, communicating using area schools. Feedback is often received via face-to-face conversations. We have also purchased several reusable signs in January 2024 that we can use to promote the league. By using reusable signs, we anticipate the cost for signs to be lower in 2025.

7. Challenges

A significant challenge faced by our organization continues to be the conditions of our playing fields. Without proper drainage, the field conditions deteriorate, limiting our ability to use the fields after poor weather conditions.

As with many volunteer organizations, we have an ongoing need for new volunteers. In a youth league such as ours, we often have parents involved for only as long as their children participate. This creates an ongoing need for new volunteers. As much as we can, we mentor parents who wish to coach as their children come into the league.

It is important to note that one challenge that we have had in the past was with the Pepco bill. It is believed that our meter is tied to one of the light poles at McDonald Field. We have worked with the city to come up with a solution for this. We will provide the city with the power bill from December to March and the city will reimburse that amount up to the amount listed in the grant application (\$500 for FY25)

8. Goals

As our organization continues to grow, we hope to continue with even more participants. We want to

improve the level of competitiveness within our organization. This will enable the participants from our league who choose to continue playing as they get older to compete with other athletes as they move up to the next level of play. Also, we aim to increase participation and expand to more teams.

9. City support

During the past fiscal year, we were approved to receive \$10,000 in support from the City of Greenbelt. For the fiscal year 2024, we are requesting \$10,000, plus an additional \$500 to cover the extra Pepco bill. The primary request of \$10,000 funds will be used primarily to provide uniforms and equipment for the league teams. As in past years, we request continued use and maintenance of baseball fields for practices and games. We are very thankful for the support that we have received from the city over the years and we look forward to the opportunity to continue this relationship. In the review of the past Pepco bills, we believe that the \$500 will be more than sufficient to cover the electricity costs for the months that we do not have any activities (December – February). For reimbursement, we will submit the bills for those months.

10. Matching funds

GYBLL raises funds through a variety of methods. While a few scholarships are given to those without the means to pay, most participants pay a registration fee. We do offer discounts to residents of Greenbelt and to families that register more than one child. We also offer scholarships to families that have a financial need.

In past years, GYBLL sold various goods via a concession stand, mainly from the Snack Shack located at McDonald Field. For FY26, we are looking to find ways to sell concessions throughout the year, but it is difficult due to the number of fields we are using. In FY26, we do anticipate hosting a tournament again in Greenbelt, which will allow us to sell some concessions.

GYBLL is proud to be a part of the Greenbelt Labor Day Festival by providing Bingo. It was an amazing experience and we feel the entire event was a success. At the 2024 Labor Day Festival, the league brought in approximately \$6000. Our goal is to utilize some of that money to help with the storage issues that we have at many of our fields, and to find ways to improve the experience for the players.

We have several community organizations and commercial enterprises who are sponsors. We hold other fundraising events throughout the season. We also have held several fundraisers with local restaurants during which a percentage of their sales are donated to us. Finally, we have GYBLL gear (shirts, hats, etc.) for sale through our website.

Greenbelt Youth Baseball Little League Board

The Greenbelt Youth Baseball Little League Board consists of volunteers. They consist of parents of players that meet each month to manage this program. Board members must be voted into the board, and officers are elected for one 12-month term every October. The board members (and duties) are as follows:

Board Members

Andrea Lopez - President

Craig Hebert – Vice President

John Tucker – Player Agent

Patrick Keaton - Treasurer

Troy White - Coaching Coordinator

Richard Williamson - League Coordinator

Officer Descriptions

President - Andrea Lopez

Presides at league meetings, and assumes full responsibility for the operation of the local league. The president receives all mail, supplies, and other communications from the Little League International. The president must see to it that league personnel is properly briefed on all phases of rules, regulations, and policies of Little League. The league president is the contact between the local organization and Little League International.

Vice President – Craig Hebert

Will coordinate all activities relating to Opening Day and the Award Banquet. In the absence of the President, they will preside at all meetings and perform all the duties of that office.

Treasurer - Patrick Keaton

Will have care and custody of all funds for the League. Will submit a statement of finances to every board meeting, including all transactions. Will endorse checks and distribute approved funds as necessary for normal operating expenses. All other expenses must be approved by the board. Will review all receipts submitted for reimbursement. Will submit the taxes and the grant application to the City of Greenbelt.

Player Agent – John Tucker

Shall Conducts annual tryouts, and is in charge of player selection, assists president in checking birth records and eligibility of players. Manages all players transactions between teams. Acts as

the player's representative of the league. Shall work with the Coaching Coordinator to determine the procedure for determining the tournament team. Assists president in checking birth records and eligibility of players.

Coaching Coordinator - Troy White

Shall represent coaches/managers in the league. He shall order and distribute training materials to players, coaches and managers. He shall coordinate mini-clinics as necessary. He shall serve as the contact person for Little League International.

Richard Williamson - League Coordinator

Shall set up and manage the league's official website (site authorized by Little League International). Shall manage the parent involvement and volunteer program. Shall collect, post, and distribute important information on league activities including direct dissemination of fund-raising and sponsor activities, the district, the public, league members, and the media.

Greenbelt Youth Baseball Little League
Programs

Activity	Start	Finish
Spring Season	March	June
Tournament	June	July
Fall Ball	September	November

Minor Schedule - Greenbelt Home Games

Date	Time	Home	Away
Saturday, April 22, 2023	1:00 PM	GB Rockies	GB Reds
Saturday, April 22, 2023	4:00 PM	GB Pilots	GB Red Sox
Tuesday, April 25, 2023	6:00 PM	GB Pilots	Laurel Royals
Thursday, April 27, 2023	6:00 PM	GB Reds	GB Rockies
Saturday, April 29, 2023	9:00 AM	GB Reds	Laurel Royals
Saturday, April 29, 2023	12:00 PM	GB Rockies	Laurel Tigers
Tuesday, May 2, 2023	6:00 PM	GB Red Sox	Laurel Orioles
Thursday, May 4, 2023	6:00 PM	GB Pilots	GB Reds
Saturday, May 6, 2023	9:00 AM	GB Red Sox	GB Rockies
Saturday, May 6, 2023	12:00 PM	GB Pilots	Laurel Tigers
Tuesday, May 9, 2023	6:00 PM	GB Rockies	Laurel Orioles
Thursday, May 11, 2023	6:00 PM	GB Pilots	Laurel Phillies
Saturday, May 13, 2023	12:00 PM	GB Rockies	Laurel Royals
Saturday, May 13, 2023	9:00 AM	GB Reds	Laurel Phillies
Tuesday, May 16, 2023	6:00 PM	GB Rockies	GB Pilots
Thursday, May 18, 2023	6:00 PM	GB Red Sox	GB Reds
Saturday, May 20, 2023	12:00 PM	GB Red Sox	GB Pilots
Saturday, May 20, 2023	9:00 AM	GB Rockies	GB Reds
Tuesday, May 23, 2023	6:00 PM	GB Pilots	Laurel Orioles
Thursday, May 25, 2023	6:00 PM	GB Red Sox	Laurel Phillies
Tuesday, May 30, 2023	6:00 PM	GB Reds	GB Pilots
Thursday, June 1, 2023	6:00 PM	GB Rockies	Laurel Phillies
Saturday, June 3, 2023	12:00 PM	GB Reds	Laurel Orioles
Saturday, June 3, 2023	9:00 AM	GB Rockies	GB Red Sox
Tuesday, June 6, 2023	6:00 PM	GB Reds	Laurel Tigers
Thursday, June 8, 2023	6:00 PM	GB Red Sox	Laurel Royals
Saturday, June 10, 2023	12:00 PM	GB Reds	Laurel Phillies
Saturday, June 10, 2023	9:00 AM	GB Pilots	GB Red Sox

Note: Away games are scheduled for each team. They are played in Laurel, Sout

Intermediate Schedule				
Date	Time	Home	Away	Field
Sat, 4/22	1:00 PM	GB2 - Orioles	GB1 - Diamondbacks	GB-Schrom
Sat, 4/22	3:00 PM	GB3 - Yankees	SM2 - Lee	GB-Braden 2
Mon, 4/24	6:00 PM	GB1 - Diamondbacks	L3 - White Sox	GB-Braden 2
Tue, 4/25	6:00 PM	GB2 - Orioles	GB3 - Yankees	GB-Braden 2
Sat, 4/29	12:00 PM	GB1 - Diamondbacks	GB3 - Yankees	GB-Schrom
Sat, 4/29	10:00 AM	GB2 - Orioles	SB3 - Denig	GB-Schrom
Mon, 5/1	6:00 PM	GB1 - Diamondbacks	L2 - Nationals	GB-Braden 2
Wed, 5/3	6:00 PM	GB3 - Yankees	L1 - Mets	GB-Braden 2
Sat, 5/6	3:00 PM	GB1 - Diamondbacks	L3 - White Sox	GB-Braden 2
Mon, 5/8	6:00 PM	GB2 - Orioles	GB1 - Diamondbacks	GB-Braden 2
Thu, 5/11	6:00 PM	GB3 - Yankees	GB2 - Orioles	GB-Schrom
Sat, 5/13	3:00 PM	GB1 - Diamondbacks	SM3 - Muse	GB-Schrom
Sat, 5/13	3:00 PM	GB3 - Yankees	SB1 - Joyce	GB-Braden 2
Mon, 5/15	6:00 PM	GB1 - Diamondbacks	GB3 - Yankees	GB-Braden 2
Thu, 5/18	6:00 PM	GB1 - Diamondbacks	GB2 - Orioles	GB-Schrom
Mon, 5/22	6:00 PM	GB3 - Yankees	L2 - Nationals	GB-Braden 2
Wed, 5/24	6:00 PM	GB2 - Orioles	L1 - Mets	GB-Schrom
Wed, 5/24	6:00 PM	GB3 - Yankees	L3 - White Sox	GB-Braden 2
Wed, 5/31	6:00 PM	GB1 - Diamondbacks	L1 - Mets	GB-Braden 2
Wed, 5/31	6:00 PM	GB3 - Yankees	L3 - White Sox	GB-Schrom

Sat, 6/3	10:00 AM	GB2 - Orioles	SM1 - Abbott	GB-Braden 2
Wed, 6/7	6:00 PM	GB3 - Yankees	GB2 - Orioles	GB-Braden 2

Note: Away games are scheduled for each team. They are played in Laurel, Southern Maryland, or Baltimore.

Level	Locations for home games	Days
Machine Pitch	Braden 3	Tuesdays, Thursdays, Saturdays
T-Ball	Braden 3, Burtonsville	Wednesdays, Saturdays
Juniors	Beltsville Community	Tuesdays, Thursdays, Saturdays
Note: Away games are scheduled for the Junior team. They are played in Laurel, Southern Maryland, or Bal		

timore.

Field Locations in Greenbelt

Braden Field

McDonald Field

Schrom Hills Park

Address

101 Centerway, Greenbelt, MD 20770

7 Southway, Greenbelt, MD 20770

6915 Hanover Pkwy, Greenbelt, MD 20770

Explanation of cost variances FY 26

GYBLL

General comment:

A majority of our numbers (income, expenses, participation, etc) occur during the spring of the fiscal year. Therefore, the numbers for the current fiscal year (2025) are all estimates. However, the numbers from the fall, such as the costs and income from bingo are included in the estimates and help provide accurate estimates.

Increase in field costs:

Since Braden Field will not be available in spring 2025, there will be an additional cost to the league to use the fields from Prince Georges County Park and Recreation.

Increase in sales of good:

Due to the higher bingo sales, the overall income for the last fiscal year was higher than expected.