



# CITY COUNCIL WORK SESSION AGENDA

**CITY OF GREENBELT**  
25 Crescent Road  
Greenbelt, MD 20770

**MAY 6, 2026  
7:00 PM**

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## [Zoom Link](#)

Dial-in: 301-715-8592

Webinar ID: 893 9626 8338

Passcode: 359601

## **I. BUDGET WORK SESSION**

### 1. Budget Work Session — Recognition Groups (Group 1)

Suggested Action:

- Introductions — 10 minutes (7:30-7:40 pm)
- Council Discussion — [Proposed FY 2027 Budget](#) — 60 minutes (7:40–8:40 pm)
  - Section 9 — Miscellaneous Funds (Page 246)
  - Recognition Groups Budget Work Session Schedule Enclosed
- Questions and Answers — 35 minutes (8:40-9:15 pm)
- Other Items — 15 minutes (9:15-9:30 pm)
  - Information Items

**Recognition Groups Work Session**  
**May 6, 2026 7pm (Sports)**  
**In-Person & Via Zoom**  
w/Hyperlinks

|           |                               |           |
|-----------|-------------------------------|-----------|
| 7:00 p.m. | Greenbelt Soccer Alliance     | In Person |
| 7:15 p.m. | Greenbelt Municipal Swim Team | In Person |
| 7:30 p.m. | CHEARS                        | Zoom      |
| 7:45 p.m. | Farmers Market                | In Person |
| 8:00 p.m. | Greenbelt Boys & Girls Club   | In Person |
| 8:15 p.m. | Greenbelt Youth Baseball      | In Person |
| 8:30 p.m. | Babe Ruth                     | Zoom      |
| 8:45 p.m. | GRACE                         | In Person |
| 9:00 p.m. | Business Alliance             | In Person |

**Followed by Miscellaneous Funding Groups**

# CITY OF GREENBELT, MARYLAND 20770

25 Crescent Road, Greenbelt, MD 20770  
www.greenbeltmd.gov/recreation | 301.397.2200

**GREENBELT**  
RECREATION



fun • fitness • friendship

**Greg Varda**

*Recreation Director*

## Memorandum

To: Josué Salmeron, City Manager  
From: Greg Varda, Director, Recreation  
Nicole DeWald, Arts Supervisor  
Cathryn Pracht, Administrative Coordinator  
Date: April 29, 2026  
Re: **FY27 Recognition Group Grant Requests**

### Background

The City of Greenbelt provides in-kind and financial support to a broad array of Greenbelt-based, not-for-profit community organizations through its Recognition Group Program. As stated in the program's Policy and Information Guide, "the primary purpose of the organization[s] should be to provide or underwrite ongoing cultural, athletic, recreational, civic, service and social opportunities which are open to the general public." The organization[s'] activities "should reflect significant participation by, and benefit to, Greenbelt residents." Groups are granted Recognition Group status by the Greenbelt City Council.

Recognition Groups that are not in need of financial aid may apply annually for Basic Certification, which makes them eligible for limited free space use and other in-kind resources. The city currently supports the efforts of 47 community organizations with Basic Certification status. Two new applicants -- Greenbelt Photography and the New Deal Café -- have applied for status this spring; the Arts Advisory Board has submitted recommendations to Council and the groups' status is currently pending.

For those Recognition Groups seeking funding support, two types of grants are available. Project Grants are awarded "to help meet expenses associated with discrete, time-limited programs spanning less than 12 months. Examples include: festivals, tournaments, artist's residencies and specific community service initiatives." Funding is capped at a maximum of \$5,000 or 50% of the project expenses, whichever is lower. Operating Grants are awarded "to help meet both programming and operational expenses. These may include: salaries and wages; contractual services; facility rent and utilities; fundraising expenses; marketing costs; supplies and equipment." Awards are capped by budget percentage, but there is no fixed dollar maximum.

The city received fifteen applications for Recognition Group funding in FY27. Project grant applications were received from: CHEARS, Friends of New Deal Café Arts, and the Greenbelt Business Alliance. Operating grant applicants included: Greenbelt Access Television (GATE), Greenbelt Babe Ruth Baseball, the Greenbelt Boys and Girls Club, the Greenbelt Concert Band, the Greenbelt Community Orchestra, the Greenbelt Cultural Arts Center, Greenbelt Makerspace (tool library and repair cafes), the Greenbelt Municipal Swim Team, the Greenbelt Refugee Aid Committee (GRACe), Greenbelt Soccer Alliance, Greenbelt Youth Baseball (Little League), and the SPACE.

## <sup>1</sup> A NATIONAL HISTORIC LANDMARK

Youth Center: 301.397.2200

FAX: 301.397.2203

Community Center: 301.397.2208

Aquatic and Fitness Center: 301.397.2204

Springhill Lake Recreation Center: 301.397.2212

Weather Hotline: 301.474.0646

The Recognition Group applications were evaluated by volunteer Grant Review Panelists drawn from five Greenbelt advisory boards and committees. This year's participating reviewers included: Eunice Pierre (ACAPS – formerly known as PSAC), Troi Dixon (ACE), Carol Malveaux (PRAB), Donna Peterson (CRAB), and Barbara Stevens (AAB). Reviewers considered both merit and financial need in evaluating the applications. They assessed:

- The alignment of the applicants' activities with the Recognition Group Program mission
- The depth and breadth of the of the organization's community impact
- Participation by Greenbelt residents in all capacities
- The applicant's likelihood of success in delivering the proposed services
- The applicant's financial reserves, additional income streams, and projected profit or loss
- Value (reasonableness of the city request per resident served)

Seniority, per se, was not a factor in the scoring. The Recognition Group program is designed to make space at the table for all eligible, Council-approved groups in accordance with the above considerations.

All applications were scored on a 100-point scale by each reviewer, exercising discretion while applying a defined rubric. The applicants' average scores are provided below along with a summary of the reviewers' findings. The panelists found all of this year's applications to be meritorious and worthy of funding at some level.

The City Manager's proposed FY27 budget for Recognition Group grants is \$122,200. The total amount of qualifying Recognition Group grant requests for FY27 was \$199,307. As administrators of the Recognition Group program, Greenbelt Recreation's role includes reconciling the Grant Review Panel's findings with the City Manager's proposed budget. In order to close the gap (\$77,107), staff took the following steps:

- 1) **Budget tier adjustment.** Staff adjusted the maximum possible grant awards based on the size of the organizations' budgets. (This strategy was modeled after recent changes at the Maryland State Arts Council). Smaller organizations' requests were preserved up to the original maximum of 50% of their own budget for the proposed fiscal year. As budgets increased, percentage funding caps gradually decreased. At the highest budget tier (over \$100,000), the maximum possible grant award was capped at 20% of an organization's proposed budget. These adjustments brought the total requests down to \$149,013. Most applicants' requests were unaffected by this step, as their requests were already below the adjusted percentage cap. A table showing the budget tiers is included on page 9.
- 2) **Scoring tier adjustment.** A second round of adjustments was made based on the panelists' scores, bringing the total down to \$122,200. A table showing the scoring tiers is included on page 9.

A proposed allocation of the available funds is included on the last page (10) of this report. Final funding decisions, as always, rest with City Council.

## Grant Review Panel Scores and Findings

### **CHEARS**

**75 points**

No funding requested in FY26 – Basic Certification only

**FY27 request:** \$1,800 (project grant)

**Intended use of requested funds:** instructor honoraria and food for six Great Food Transition workshops – part of a monthly series

**Estimated number of Greenbelt residents benefitting:** about 92

*18 participants on average per workshop X 6 workshops X 85% Greenbelt residents. Funding is only being requested for half of the workshops in the series; the full series could be expected to serve about 184 residents.*

**Reviewers' findings:** Well-aligned with the program mission. High level of resident engagement. Good value. "Speaks to the general health and wellness of the Greenbelt community and the environment as a whole." "They have a well-established history of success and committed leadership and volunteers." Programs are designed to have lasting impacts. May have sufficient funds to offer the program without city support in the amount requested.

### **Friends of New Deal Café Arts (FONDCA)**

**75 points**

FY26 project grant: \$3,000

**FY27 request** with budget tier adjustment: \$2,784 (project grant)

**Intended use of requested funds:** stipends for musicians and sound technicians for two music festivals in Roosevelt Center

**Estimated number of Greenbelt residents benefitting:** about 6 musicians and crew and about 300 spectators

**Reviewers' findings:** "These events have become a mainstay of Greenbelt. They attract people to our city. It is a great value." Impact of a given event may not be long-lasting. Would like to see more resident performers featured.

### **Greenbelt Access Television (GATe)**

**77 points**

FY26 project grant: \$3,300

**FY27 request** with budget tier adjustment: \$28,412 (operating grant)

**Intended use of requested funds:** payroll, subscription fees, equipment repair and upgrades

**Estimated number of Greenbelt residents benefitting:** about 58 students and 7,380 viewers

**Reviewers' findings:** GATe's work preserves individual and community memories and extends the impact of documented programs. Provides educational opportunities. Concerned about the ability to deliver services due to staffing cuts (reduction from 6 to 2). The need for some city funding may be high due to shrinking PEG funds. However, "granting them the requested amount [would] result in a rather large profit." The organization will need to also pursue other grants, and they are starting to do so.

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**Greenbelt Babe Ruth Baseball**

**71 points**

FY26 operating support: \$2,800

FY27 request: \$3,500 (operating grant)

**Intended use of requested funds:** registration fees, uniforms, practice equipment, and umpire fees

**Estimated number of Greenbelt residents benefitting:** about 30 players and 91 spectators

**Reviewers' findings:** Important to the community. Very well aligned with the Recognition Group mission. Good value.

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**Greenbelt Boys and Girls Club**

**77 points**

FY26 operating support: \$9,900

FY27 request: \$11,000 (operating grant)

**Intended use of requested funds:** scholarships, volunteer and coach training, equipment, facility rentals and league fees, administrative and compliance costs, new programming (e.g., kickball, lacrosse, golf), uniforms

**Estimated number of Greenbelt residents benefitting:** about 104 players and 180 spectators

**Reviewers' findings:** "The impact is immeasurable." "Promotes a familial environment." Group is taking steps to recertify as a 501C3. Group has some financial reserves and is projecting an operating surplus, so may not need the full amount of support requested.

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**Greenbelt Business Alliance**

**48 points**

FY26 project grant: \$3,300

FY27 request: \$5,000 (project grant)

**Intended use of requested funds:** awards gala

**Estimated number of Greenbelt residents benefitting:** not indicated. (75+ anticipated attendees of unspecified residency.)

**Reviewers' findings:** Recognition may boost economic activity, benefitting individual businesses and the greater community. However, less well-aligned with the mission of the Recognition Group program. Unable to assess the number of Greenbelt residents who would be served due to missing information. Financial reserves available; city funding may not be needed in the amount requested. A panelist wondered whether this organization might itself offer fundraising support in the future for other Greenbelt organizations.

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**Greenbelt Community Orchestra**

**74 points**

FY26 project grant: \$3,700

**FY27 request:** \$4,500 (operating grant)

**Intended use of requested funds:** conductor stipends; music rights, rental, purchase; printing sheet music and concert programs; concert advertising

**Estimated number of Greenbelt residents benefitting:** about 27 musicians and 488 audience members

**Reviewers' findings:** "Events are well attended." "Impact is formative to musicians and audience. Musicians have the opportunity for fellowship with other musicians and to enhance their craft and the audience gets to enjoy the music which is soothing." "Very likely to succeed. They have governance, leadership, volunteers, participants and are seeking partnerships and increased funding." Relatively few Greenbelt residents participating as musicians. Have some financial reserves and may not need city funding in the amount requested.

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**Greenbelt Concert Band**

**73 points**

FY26 operating support: \$3,800

**FY27 request with budget tier adjustment:** \$4,200 (operating grant)

**Intended use of requested funds:** portion of the Music Director's salary; music purchases, equipment maintenance, and supplies

**Estimated number of Greenbelt residents benefitting:** about 11 musicians and 640 audience members

**Reviewers' findings:** "They are well established, well run, financially stable, and demonstrated success in the past." "Great value to the community". "Excellent entertainment for the whole family." Break-even budget with the requested support. Low number of Greenbelt residents benefitting directly as participating musicians.

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**Greenbelt Cultural Arts Center (GAC)**

**68 points**

FY26 operating support: \$34,600

**FY27 request with budget tier adjustment:** \$21,185 (operating grant)

**Intended use of requested funds:** rent, utilities, salaries, payroll taxes, and insurance

**Estimated number of Greenbelt residents benefitting:** about 88 cast/crew members and 1,150 audience members

**Reviewers' findings:** "Since 1980 they have demonstrated the ability to achieve their goals despite many challenges." "Having a live theatre in Greenbelt is a great asset to the community." Promotes greater community understanding through art. "Formative impact due to exposure and appreciation of live performing arts for all age groups." Impact might be greater with more educational programming. Concerned about multi-year operating losses. On the other hand, the need for city support may be somewhat less than for other organizations due to the receipt of a large estate gift.

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**Greenbelt Makerspace (tool library & repair cafes) 80 points**

FY26 operating support: \$4,200

FY27 request: \$7,132 (operating grant)

**Intended use of requested funds:** rent and insurance

**Estimated number of Greenbelt residents benefitting:** about 170 members, about 936 total resident visits to the Tool Library and program attendance

**Reviewers' findings:** "Residents are able to learn new life skills." "Great value". "Lasting impact, teaching residents about sustainability, reducing waste, and sharing of resources." Break-even budget at the requested funding level.

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**Greenbelt Municipal Swim Team 75 points**

FY26 operating support: \$8,000

FY27 request: \$10,000 (operating grant)

**Intended use of requested funds:** summer coaches' salaries

**Estimated number of Greenbelt residents benefitting:** about 176 swimmers and 325 spectators

**Reviewers' findings:** Strong resident participation. "Formative and enduring impact to benefit the community." Need for city support may be somewhat lower due to available reserves.

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**Greenbelt Refugee Aid Committee (GRACe) 61 points**

FY26 operating support: \$5,000

FY27 request: \$10,000 (operating grant)

**Intended use of requested funds:** partial rent for a 1BR apartment in Greenbelt

**Estimated number of Greenbelt residents benefitting:** about 2 refugees

*About 270 additional Greenbelt residents benefit from the organization's sponsored film programs; funding is not requested to support these programs.*

**Reviewers' findings:** "A unique opportunity for Greenbelt which may broaden and expand into the future." "Timely in their support of undocumented residents." May not be as well aligned with the mission of the Recognition Group program. Some concern about the continued feasibility of providing housing support. The organization "needs more time to define itself." "Cost is too high in relation to resident benefit."

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**Greenbelt Soccer Alliance (GSA)**

**73 points**

FY26 operating support: \$4,000

FY27 request: \$4,000 (operating grant)

**Intended use of requested funds:** \$35 Greenbelt resident registration discounts; additional discounts for participants receiving free/reduced cost lunch

**Estimated number of Greenbelt residents benefitting:** about 116 players and 80 spectators

**Reviewers' findings:** "Memorable experience for players and their families." "They are well established, have good leadership and many volunteers. They seem very organized." Have some financial reserves and may not need city funding in the amount requested.

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**Greenbelt Youth Baseball/ Little League**

**73 points**

FY26 operating support: \$8,400

FY27 request: \$10,500 (operating grant)

**Intended use of requested funds:** umpires, insurance, uniforms, web site charges, and replacement baseball equipment, such as bats, balls, helmets, and safety gear. \$500 would go towards the Pepco bill for one of the light poles at McDonald field.

**Estimated number of Greenbelt residents benefitting:** about 90 players and 54 spectators throughout the year

**Reviewers' findings:** "Well established and important part of our community." "They have been active for [75] years. They have many volunteers and stable finances." Have some financial reserves and may not need city funding in the amount requested.

**The SPACE****78 points**

FY26 operating support: \$30,000

**FY27 request:** \$25,000 (operating grant)

**Intended use of requested funds:** sustain and expand arts, tech, wellness, and entrepreneurship programs

**Estimated number of Greenbelt residents benefitting:** about 4,996 individual daily drop-in visits, program attendance, and event attendance

**Reviewers' findings:** "Promote opportunity, accessibility, and equity." "Provide much needed attention to Greenbelt West residents." Workforce development element may contribute to significant lasting impact. "Well known in the community for their good work. They have good leadership and other assets and it is likely their success will continue." Concern that "they are...trying to do too many different things...some focus on their core mission would be helpful." Break-even budget with the requested support.

Greenbelt Recreation thanks all applicants for their tremendous service to the community. We thank the Grant Review Panelists for their thoughtful participation. We thank Council and the City Manager for their support of the many community initiatives that help make Greenbelt such a great place in which to live, work and play.

## PROPOSED BUDGET ALLOCATION

The proposed allocations on page 10 were calculated using the two tables below. The budget tier table was created by Greenbelt Recreation this year as a strategy to shrink the gap between total initial requests and the City Manager's proposed budget. The scoring tier table shows how the grant review panel's application scores were applied to the adjusted grant requests.

### Budget tiers

| Organization's proposed FY27 budget | Maximum grant request as a % of the group's budget |
|-------------------------------------|----------------------------------------------------|
| Up to \$5,000                       | 50%                                                |
| \$5,001 - \$10,000                  | 48%                                                |
| \$10,001 - \$25,000                 | 45%                                                |
| \$25,001 - \$50,000                 | 40%                                                |
| \$50,001 - \$75,000                 | 35%                                                |
| \$75,001 - \$100,000                | 30%                                                |
| \$100,001 and up                    | 20%                                                |

### Scoring tiers

| Average score from the Grant Review Panel | Priority | Percentage of adjusted request proposed for funding |
|-------------------------------------------|----------|-----------------------------------------------------|
| 87-100 points                             | Highest  | N/A – no applications scored in this range          |
| 71-86 points                              | High     | 83%                                                 |
| 41-70 points                              | Medium   | 79%                                                 |
| 40 points or below                        | Low      | N/A – no applications scored in this range          |

*Note: a new scoring rubric was used this year.  
Numeric values for individual applications are not directly comparable  
with scores received in previous application rounds.*

**Proposed budget allocation**

City Manager's proposed budget: **\$122,200**

| Applicant organization        | FY26 Award        | Original FY27 Request | Budget-adjusted funding cap (max % of budget) | Adjusted request based on budget tier | Application score | Funding % based on score (% of adjusted request) | Proposed award after scoring tier adjustment & rounding |
|-------------------------------|-------------------|-----------------------|-----------------------------------------------|---------------------------------------|-------------------|--------------------------------------------------|---------------------------------------------------------|
| CHEARS                        | 0                 | 1,800                 | 50%                                           | 1,800                                 | 75                | 83%                                              | 1,500                                                   |
| Friends of New Deal Café Arts | 3,000             | 2,900                 | 48%                                           | <b>2,784</b>                          | 75                | 83%                                              | 2,300                                                   |
| Greenbelt Access Television   | 3,300             | 65,000                | 20%                                           | <b>28,412</b>                         | 77                | 83%                                              | 23,600                                                  |
| Greenbelt Babe Ruth           | 2,800             | 3,500                 | 48%                                           | 3,500                                 | 71                | 83%                                              | 2,900                                                   |
| Greenbelt Boys and Girls Club | 9,900             | 11,000                | 40%                                           | 11,000                                | 77                | 83%                                              | 9,100                                                   |
| Greenbelt Business Alliance   | 3,300             | 5,000                 | 45%                                           | 5,000                                 | 48                | 79%                                              | 4,000                                                   |
| GB Community Orchestra        | 3,700             | 4,500                 | 48%                                           | 4,500                                 | 74                | 83%                                              | 3,700                                                   |
| GB Concert Band               | 3,800             | 4,375                 | 48%                                           | <b>4,200</b>                          | 73                | 83%                                              | 3,500                                                   |
| GB Cultural Arts Center (GAC) | 34,600            | 34,600                | 20%                                           | <b>21,185</b>                         | 68                | 79%                                              | 16,700                                                  |
| GB MakerSpace (Tool Library)  | 4,200             | 7,132                 | 45%                                           | 7,132                                 | 80                | 83%                                              | 5,900                                                   |
| GB Municipal Swim Team        | 8,000             | 10,000                | 40%                                           | 10,000                                | 75                | 83%                                              | 8,300                                                   |
| GB Refugee Aid (GRACE)        | 5,000             | 10,000                | 45%                                           | 10,000                                | 61                | 79%                                              | 7,900                                                   |
| Greenbelt Soccer Alliance     | 4,000             | 4,000                 | 45%                                           | 4,000                                 | 73                | 83%                                              | 3,300                                                   |
| Greenbelt Youth Baseball      | 8,400             | 10,500                | 40%                                           | 10,500                                | 73                | 83%                                              | 8,700                                                   |
| The SPACE                     | 30,000            | 25,000                | 20%                                           | 25,000                                | 78                | 83%                                              | 20,800                                                  |
| <b>Total</b>                  | <b>\$ 124,000</b> | <b>\$ 199,307</b>     |                                               | <b>\$ 149,013</b>                     |                   |                                                  | <b>\$ 122,200</b>                                       |

**CITY OF GREENBELT, RECOGNITION GROUP PROGRAM**  
**OPERATING GRANT APPLICATION**  
**Fiscal Year 2027**

**FORMATTING NOTE:** Where a text box is provided, your full answer must be visible without scrolling.  
Minimum font size: 11pt.

**A. GENERAL INFORMATION, ELIGIBILITY, AND SUMMARY OF REQUEST**

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): [REDACTED]      6. Fiscal year dates:
7. Contact person: Name Jonas Cadwallader      Position Board President  
Telephone [REDACTED]      E-mail jonascadwallader@gmail.com
8. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):  
[REDACTED]
9. Please indicate the amount of your grant request here \$4000 and describe the intended use of these funds below. Please be as specific as possible.

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.

- 10. In-kind City support.** What non-financial assistance does the organization anticipate requesting from the City of Greenbelt during the period of support? All requests will be addressed on a case-by-case basis.

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.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM  
**OPERATING GRANT**  
**APPLICATION INSTRUCTIONS**

**Fiscal Year 2027**

Updated November 2025

**Period of Support: July 1, 2026 – June 30, 2027**

**Applications and supporting documents are due by 4:30pm on Monday, February 2, 2026.**

Submit all materials in a single email to [cpracht@greenbeltmd.gov](mailto:cpracht@greenbeltmd.gov).

**For assistance:**

contact the Recreation Department's Administrative Coordinator  
at 301-397-2200 or [cpracht@greenbeltmd.gov](mailto: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 and Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 20% of your score will be based on how effectively you engage and serve Greenbelt residents. 60% of your score will be based on: the alignment of your organization's mission with the goals and requirements of the Recognition Group program; the feasibility of your proposed programs during the period of support; and the impact of your organization's programs among participants, spectators/audience members, and the community at large. 20% of your score will be based on an assessment of your organization's *need* for the funds being requested, and an assessment of *value* (the reasonableness of your request-per-resident ratio).
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. **Throughout this application, data will need to be presented in alignment with the City's fiscal years, which run from July 1 to June 30.** This standard applies even if the fiscal year dates for your organization are different, in order to reflect the full period of support for Recognition Group grants.
5. **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.

**11. City of Greenbelt funding status.** Check all that apply: the applicant organization is a Council-approved Greenbelt Recognition Group that received City funding – through the Recognition Group program or otherwise – in the following City of Greenbelt fiscal years:

  X   FY24

  X   FY25

  X   FY26

If your organization did not receive City funding in any of these three fiscal years, or if your organization does not hold current Recognition Group status, the organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

**12. Non-profit status. Please check all that apply.** 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

       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:

\_\_\_\_\_

If none of the above apply, your organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

*Note: the primary purpose of this requirement is to ensure that organizations are positioned to apply for other grant opportunities and/or to raise funds through tax-deductible contributions, diversifying your revenue streams, reducing costs for Greenbelt taxpayers, and helping to ensure your organization's long-term sustainability. Applicant organizations are encouraged to demonstrate in their financials that they have actively pursued such opportunities as available.*

**13. Reimbursements.** 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 above for which funding was sought and approved.

The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement. Checks will be payable to the organization itself and mailed to the address above.

Name: Jonas Cadwallader Title: Board President

Name: Scott Borg Title: Board Vice President

## B. PERSONNEL

- 1. Leadership (Board of Directors or equivalent).** Who are the leaders of your organization? Indicate whether individuals are Greenbelt residents. If any of these individuals are paid for their work in any capacity with your organization, also indicate "staff" (W2 employees) or "contractor".

| <b>Name</b>        | <b>Greenbelt resident (yes/no)</b> | <b>Title or role</b>   | <b>Indicate all that apply: board, staff, contractor, volunteer</b> |
|--------------------|------------------------------------|------------------------|---------------------------------------------------------------------|
| David Whiteman     | Y                                  | Former Board President | Board                                                               |
| Jonas Cadwallader  | Y                                  | Board President        | Board                                                               |
| Scott Borg         | Y                                  | Board Vice President   | Board                                                               |
| Brian Powell       | Y                                  | Registrar              | Board                                                               |
| Belssi Chang Lee   | Y                                  | Board Member           | Board                                                               |
| James "Jim" Cooney | Y                                  | Secretary              | Board                                                               |
|                    |                                    |                        |                                                                     |
|                    |                                    |                        |                                                                     |
|                    |                                    |                        |                                                                     |
|                    |                                    |                        |                                                                     |

**If any of the above leaders are City of Greenbelt employees, please give their name, department and job title here. You may also use this space to list additional leaders as needed.**

\_\_\_\_\_

2. **Paid personnel.** As applicable, please identify up to 10 individuals who have played the most significant roles in your organization's operations during the past year in a paid capacity. Indicate whether individuals are Greenbelt residents. As applicable, indicate "staff" (W2 employees) or "contractor", and whether the individuals are short-term/temporary workers or year-round personnel. If your organization has no paid personnel, check here: ☒ \_\_\_\_\_.

| Name | Greenbelt resident (yes/no) | Title or role | Indicate all that apply: staff, contractor, short-term, year-round |
|------|-----------------------------|---------------|--------------------------------------------------------------------|
|      |                             |               |                                                                    |
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|      |                             |               |                                                                    |

3. **Volunteers.** Please provide information below for the period of: July 1, 2025 – June 30, 2026 (the City of Greenbelt's most recently completed fiscal year.) Do not include individuals listed above who volunteer in a leadership role. If your organization is in its first year of operations, please check here ☐ and provide estimates for the period of: July 1, 2026 – June 30, 2027.

Number of **VOLUNTEERS**: <sup>36</sup>\_\_\_\_\_ / % Greenbelt residents <sup>60</sup>\_\_\_\_\_  
 % ages 12 and under <sup>0</sup>\_\_\_\_\_ / % 13-17 yrs. <sup>0</sup>\_\_\_\_\_ / % 18-59 yrs. <sup>100</sup>\_\_\_\_\_ / % 60+ yrs. <sup>0</sup>\_\_\_\_\_

Briefly describe your volunteers' roles and contributions.

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.

C. **PEOPLE SERVED.** Throughout this section, provide information for the period of: July 1, 2025 – June 30, 2026. 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 for the period of: July 1, 2026 – June 30, 2027.

1. How many people **actively participated** in your organization's primary programming activities? 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 **ACTIVE PARTICIPANTS**: 232 / % Greenbelt residents 50  
% ages 12 and under 94 / % 13-17 yrs. 6 / % 18-59 yrs. 0 / % 60+ yrs. 0

Briefly explain whom you have included in these figures and how you calculated the total.

We had 62 Greenbelters last season with a total of 111 players in Fall of 2025 which is a percentage of 56%. In the previous season we had a total of 60 Greenbelters with a total of 121 players in Spring of 2025 which is a percentage of 50%. Every season fluctuates between 50-60% so we use a conservative estimate of 50% unless the numbers exceed this usual range.

2. How many additional people participated in your organization's primary 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**: 160 / % Greenbelt residents 50  
% ages 12 and under 10 / % 13-17 yrs. 5 / % 18-59 yrs. 80 / % 60+ yrs. 5

Briefly explain whom you have included in these figures and how you calculated the total.

We applied the percentage from active participants to the parents of the players to determine number and percentage of Greenbelters. Usually, there is a minimum of one parent per player and many of the players have a sibling that also plays. Many families carpool but that was not taken into account. The number of cars that can fit in our parking lot is between 50 to 60 and we have two practice windows. Assuming 50% of the cars have three (3) occupants and 50% of the cars have two (2) occupants, we come up with a figure of approximately 150 people in our first wave. Many of the players in our second wave arrive with the first wave and wait for their practice to begin. Therefore, we add about 10 new spectators in the second wave. This is a conservative estimate and could easily be twice this number in a given year period.

**D. FINANCIAL INFORMATION**

1. **Budget.** 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.

| <b>EXPENSES</b>                   | <b>Description</b>                                    | <b>Actual Totals,<br/>Last City<br/>Fiscal Year<br/>July 1, 2024<br/>June 30, 2025</b> | <b>Budget,<br/>Current City<br/>Fiscal Year<br/>July 1, 2025 –<br/>June 30, 2026</b> | <b>Proposed,<br/>Next City<br/>Fiscal Year<br/>July 1, 2026 –<br/>June 30, 2027</b> |
|-----------------------------------|-------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| a. Salaries and wages             |                                                       | 0.00                                                                                   | 0.00                                                                                 | 0.00                                                                                |
| b. Consultants' fees              |                                                       | 0.00                                                                                   | 0.00                                                                                 | 0.00                                                                                |
| c. Contractual personnel          |                                                       | 0.00                                                                                   | 0.00                                                                                 | 0.00                                                                                |
| d. Facility rental                | Field Rental (Yearly)                                 | 600.00                                                                                 | 600.00                                                                               | 600.00                                                                              |
| e. Online services                |                                                       |                                                                                        |                                                                                      |                                                                                     |
| f. Dues, memberships, league fees |                                                       | 3,700.00                                                                               | 5,725.00                                                                             | 6,000.00                                                                            |
| g. Utilities                      |                                                       |                                                                                        |                                                                                      |                                                                                     |
| h. Insurance                      | MSYSA                                                 | 1,978.00                                                                               | 2,000.00                                                                             | 2,000.00                                                                            |
| i. Supplies and materials         | Field Lining Paint and Tools; Soccer Ball Replacement |                                                                                        | 2,000.00                                                                             | 5,000.00                                                                            |
| j. Equipment purchases            | No Equipment Purchased in 2025                        | 0.00                                                                                   | 0.00                                                                                 | 0.00                                                                                |
| k. Equipment rental               |                                                       |                                                                                        |                                                                                      |                                                                                     |
| l. Marketing and outreach         |                                                       | 0.00                                                                                   | 0.00                                                                                 | 0.00                                                                                |
| m. Travel and lodging             |                                                       |                                                                                        |                                                                                      |                                                                                     |
| n. Food/catering                  | No Pizza Party at the end of the Season in 2025       | 0.00                                                                                   | 0.00                                                                                 | 0.00                                                                                |
| o. Awards                         |                                                       |                                                                                        |                                                                                      |                                                                                     |
| p. Grants                         |                                                       |                                                                                        |                                                                                      |                                                                                     |
| q. Payment of debt                |                                                       |                                                                                        |                                                                                      |                                                                                     |
| r. Taxes                          |                                                       | 77.00                                                                                  | 77.00                                                                                | 77.00                                                                               |
| s. Other                          |                                                       | 10.00                                                                                  | 10.00                                                                                | 10.00                                                                               |
| t. Other                          |                                                       | 0.00                                                                                   | 0.00                                                                                 | 0.00                                                                                |
| u. Other                          |                                                       |                                                                                        |                                                                                      |                                                                                     |
| <b>Total Expenses</b>             |                                                       | <b>\$ 6,365.00</b>                                                                     | <b>\$ 10,412.00</b>                                                                  | <b>\$ 13,687.00</b>                                                                 |

| <b>INCOME</b>                                                | <b>Description</b>                                                                              | <b>Actual Totals,<br/>Last City<br/>Fiscal Year<br/>July 1, 2024<br/>June 30, 2025</b> | <b>Budget,<br/>Current City<br/>Fiscal Year<br/>July 1, 2025 –<br/>June 30, 2026</b> | <b>Proposed,<br/>Next City<br/>Fiscal Year<br/>July 1, 2026 –<br/>June 30, 2027</b> |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| a. Sales of goods                                            |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| b. Admissions                                                |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| c. Tuition                                                   |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| d. Fees for services rendered                                |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| e. Membership dues, registration fees                        |                                                                                                 | 10,290.53                                                                              | 11,000.00                                                                            | 11,000.00                                                                           |
| f. Corporate support                                         |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| g. Foundation support                                        |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| h. Individual donations                                      |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| i. Greenbelt support: ARPA                                   |                                                                                                 | 0.00                                                                                   | 0.00                                                                                 | 0.00                                                                                |
| j. Greenbelt: Project Grant                                  |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| k. Greenbelt: Operating Grant                                |                                                                                                 | 4,000.00                                                                               | 4,000.00                                                                             | 4,000.00                                                                            |
| l. Greenbelt: other Council appropriation                    |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| m. Other grants                                              |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| n. Other                                                     |                                                                                                 | 0.00                                                                                   | 0.00                                                                                 | 0.00                                                                                |
| o. Other                                                     | Debit Card Cash Back                                                                            | 10.20                                                                                  | 10.20                                                                                | 10.20                                                                               |
| p. Other                                                     |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| <b>Total Income</b>                                          |                                                                                                 | <b>\$ 14,300.73</b>                                                                    | <b>\$ 15,010.20</b>                                                                  | <b>\$ 15,010.20</b>                                                                 |
|                                                              |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| <b>Net profit or loss<br/>Complete this section manually</b> |                                                                                                 | <b>Actual Totals<br/>City FY25</b>                                                     | <b>Budget<br/>City FY26</b>                                                          | <b>Projected<br/>City FY27</b>                                                      |
| <b>Profit</b> (income in excess of expenses)                 |                                                                                                 | <b>7,936.00</b>                                                                        | <b>4,598.00</b>                                                                      | <b>1,323.00</b>                                                                     |
| <b>Loss</b> (expenses in excess of income).                  | Amount to be made up through the organization's <b>savings</b> (counts toward your grant match) |                                                                                        |                                                                                      |                                                                                     |
|                                                              | Amount to be made up with <b>borrowed funds</b> (does not count toward your grant match)        |                                                                                        |                                                                                      |                                                                                     |

- a. **Variances.** 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, as noted in section G3, below.
- b. **Matching fund requirement.** For every \$1.00 which may be awarded by the City of Greenbelt, your organization must contribute at least \$1.00 from other sources toward meeting your FY27 operating expenses. (Stated otherwise, the amount of your request cannot exceed one half of the organization's total FY27 expenses listed in your budget on page 7.)

Funds raised from most other sources count toward your required match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Your organization may also apply existing savings toward your required matching contribution. 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 during the specified period of support.

## 2. Financial Reserves

| <b>Assets</b>                    | <b>Actual as of June 30,<br/>2025 (Last City Fiscal Year)</b> | <b>Projected as of June 30,<br/>2026 (Current City Fiscal Year)</b> |
|----------------------------------|---------------------------------------------------------------|---------------------------------------------------------------------|
| a. Checking/savings accounts*    | 7,936.00                                                      | 12,534.00                                                           |
| b. Restricted operating funds ** |                                                               |                                                                     |
| c. Restricted capital funds**    |                                                               |                                                                     |
| d. Investments                   |                                                               |                                                                     |
| e. Endowment balance             |                                                               |                                                                     |
| f. Planned giving commitments    |                                                               |                                                                     |
| <b>Total Financial Reserves</b>  | <b>\$ 7,936.00</b>                                            | <b>\$ 12,534.00</b>                                                 |

\*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:

### 3. Debt

| Creditor          | Loan purpose | Actual as of<br>June 30, 2025<br>(Last City Fiscal Year) | Projected as of<br>June 30, 2026<br>(Current City Fiscal Year) |
|-------------------|--------------|----------------------------------------------------------|----------------------------------------------------------------|
| a.                |              | 0                                                        | 0.00                                                           |
| b.                |              |                                                          |                                                                |
| c.                |              |                                                          |                                                                |
| <b>Total Debt</b> |              | 0                                                        | 0                                                              |

### 4. In-Kind Contributions Received Please estimate dollar values.

| IN-KIND<br>CONTRIBUTIONS                                            | Description | Actual Totals,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|---------------------------------------------------------------------|-------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Pro-bono<br>professional<br>services (legal,<br>accounting, etc) |             | 40,000.00                                                                   | 40,000.00                                                                 | 40,000.00                                                                |
| b. Other waived<br>fees                                             |             |                                                                             |                                                                           |                                                                          |
| c. Donated equipment                                                |             |                                                                             |                                                                           |                                                                          |
| d. Donated supplies<br>and materials                                |             |                                                                             |                                                                           |                                                                          |
| e. Donated travel and<br>lodging costs                              |             |                                                                             |                                                                           |                                                                          |
| f. City of Greenbelt:<br>free facility use*                         |             |                                                                             |                                                                           |                                                                          |
| g. Donated space<br>rental: other                                   |             |                                                                             |                                                                           |                                                                          |
| h. Other                                                            |             |                                                                             |                                                                           |                                                                          |
| <b>Total In-Kind<br/>Contributions</b>                              |             | <b>\$ 40,000.00</b>                                                         | <b>\$ 40,000.00</b>                                                       | <b>\$ 40,000.00</b>                                                      |

\* For assistance with the calculation of free facility use values, contact the Recreation staff person through whom your organization normally reserves space.

**5. Financial need. Please check all that apply.**

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

☒ The organization is projecting a revenue surplus for FY26.

☒ The organization is projecting a revenue surplus for FY27.

If any of the above apply to your organization, you must please explain your need for City of Greenbelt funding in the amount requested. If none of the above apply, you may still use the space below at your option to explain the organization's need for City funding in the amount requested.

We reduced the scope of our professional coaches offering to keep the programming affordable temporarily. We have put off capital expenditures for equipment due to tariffs. We hope to put off contracting an outside coaching professional until a financial sustainable option can be found which could be in FY 2026 or 2027. We hope to put off capital purchases until absolutely necessary to offset tariff cost increase by bulk purchasing savings (if such savings can be found) by monitoring goods sales opportunities.

**E. NARRATIVE:** Please address all of the following questions and prompts briefly, in this order, in a narrative of up to four pages. Number your responses. Save your document as a PDF with the file name: name\_of\_organization\_narrative\_FY27

- 1. Organizational overview.** What is the mission of your organization? Whom do you serve and how? Please describe your organization's ongoing programming activities, providing a clear sense of their content and scope (program types, number and frequency of activities, etc.). If your programs are seasonal, please indicate typical timing. Note any significant achievements and challenges during the past and current City fiscal years.
- 2. Program impact.** Explain how your activities will benefit Greenbelt resident participants, and if applicable, the broader Greenbelt community. Consider both immediate and longer-term impacts as applicable. Does your organization provide any unique opportunities to Greenbelt residents that would not otherwise be available?
- 3. Goals.** What are your organization's goals for the current and next fiscal year, and how are you working toward them? Goals may pertain to recruitment, fundraising, audience development, introduction of new services, or any other area of programs and operations.
- 4. Indicators of likely success.** Reviewers of this application will be assessing the likelihood that your organization will be successful in meeting its own goals (programming, financial, operational and otherwise.) What factors should give them confidence?

**F. Background checks**

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 adopted by the city (see below). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at [aphelan@greenbeltmd.gov](mailto: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

Jonas Cadwallader

Name

Board President

Title/position

02/02/2026

Date

(section continues below)

## 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.

**Background Screening is an ongoing process and is subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.**

**G. WHAT TO SUBMIT:** please send the following in PDF format to the address on page 1 in a single email.

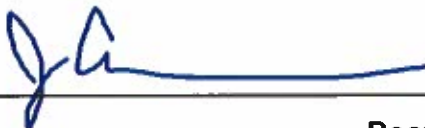
1. **REQUIRED: Completed application.** Please format your file name as follows:  
name\_of\_organization\_GO\_application\_FY27.
2. **REQUIRED: Narrative.** Please format your file name as follows:  
name\_of\_organization\_narrative\_FY27. Limit: 4 pages.
3. **REQUIRED IF APPLICABLE: Budget variances:** explanation of year-to-year income and expense variations over 50%. See section D. File name format: name\_of\_organization\_variances\_FY27.
4. **OPTIONAL: Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name\_of\_organization\_bios\_FY27.
5. **OPTIONAL: Letter(s) of support.** You may submit up to three letters attesting to the impact of your programs and the effectiveness of your organization's leaders. Each letter should be no longer than one page. Letters should please be combined in one file. File name:  
name\_of\_organization\_letters\_FY27.

**H. OPTIONAL: Additional information.** If applicable, please use this space to convey any important information not covered elsewhere in your application or attachments that should be considered in the evaluation of your request.

**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.**

**I. 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  Date 02/05/2026  
Your role within the applicant organization Board President

## **Greenbelt Soccer Alliance Narrative**

1. **Organizational Overview:** *What is the mission of your organization? Whom do you serve and how? Please describe your organization's ongoing programming activities, provide a clear sense of their content and scope (program types, number and frequency of activities). If you programs are seasonal, please indicate typical timing. Note any significant achievements and challenges during the past and current city fiscal years.*

Since 2010, Greenbelt Soccer Alliance (GSA) (<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.

A distinctive aspect to our programming is providing US Youth Soccer affiliated activities to the Greenbelt community. In the **spring and fall**, Greenbelt Soccer Alliance sponsors teams to play pure recreational soccer leagues in the Prince Georges Soccer Inc., [PGSI league](#), in Hyattsville. GSA teams form and practice in Youth Memorial Park in New Carrollton or Schrom Hills in Greenbelt and play their games at Driskel Park in Hyattsville. PGSI offers small-sided soccer from ages U6 through U15.

GSA usually has approximately 12 teams per season with a majority of the players and with many of the volunteer coaches from Greenbelt. Our soccer programming starts with offering

1. 4v4 coed soccer format for players in Pre-K and Kindergarten up to 6 years old
2. 5v5 coed and girls soccer format for players at 6 years old up to 8 years old
3. 7v7 coed and girls soccer format for players at 8 years old up to 10 years old
4. 9v9 coed and girls soccer format for players at 10 years old up to 12 years old
5. 12v12 coed soccer format for players at 12 years old up to 15 years old

In general, we provide (3) seasonal recreational programs (Fall, Spring and Summer). During these programs, we provide two practices per week with each practice consisting of approximately 45 minutes of soccer instruction and scrimmaging in duration lasting approximately 10 weeks. We also pair these training weeks with Saturday games in Hyattsville against opposing teams from Hyattsville, Mt. Rainier, Brentwood, Berwyn Heights, Cheverly, University Park and other localities lasting approximately 8 weeks. Our summer program also includes 4 weeks of pick-up community style soccer on Mondays and Wednesdays for approximately 1-2 hours for each session.

One success we have had recently is that we received the award for Most Spirit for the Labor Day March held in 2025 (<https://greenbeltlaborday.com/parade/>).

- 2. Program Impact.** *Explain how your activities will benefit Greenbelt resident applicants and if applicable, the broader Greenbelt community. Consider both immediate and longer-term impacts. Does your organization provide any unique opportunities to Greenbelt residents that would not otherwise be available?*

In 2025, we served approximately 200 individual players, of which 75% of the players were from Greenbelt. Many of our teams are co-ed 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, oftentimes 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. Since all of our coaches are volunteer parents and many of our parents are greenbelt residents, we invest in the youth of not only Greenbelt but the greater region of Prince George's County and build a coalition of united parents and players across many socio-economic divides.

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.

- 3. Goals.** *What are your organization's goals for the current and next fiscal year and how are you working towards them? Goals may pertain to recruitment, fundraising, audience development, introduction of new services, or any other area of programs and operations.*

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.
- strongly encourage coach training in order to improve the quality of experience for the players.
- expand 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.

For the current and next fiscal year, we plan to address our ongoing needs for new equipment and to hire a temporary seasonal coach to support our upcoming season.

- Challenges in the past and current city fiscal years is the effect of tariffs on goods related to our soccer mission. We have attempted to mitigate this by extending the

use of our older equipment but eventually new equipment purchasing will not be able to be put off any longer, and we'll use the City's grant funds for this purpose.

- Additionally, we stopped providing a professional youth coach for 2025-2026 seasons temporarily in order to keep soccer registration costs down and keep the program affordable. We hope to reinstate a seasonal coach for this upcoming season using grant funds if an affordable solution can be found or if we can negotiate hourly rates that are sustainable for the affordability of the program.

Lastly, an important goal for this fiscal year is to continue our efforts in strengthening our relationship with the Greenbelt community by engaging in community events and outreach activities to promote soccer and the programs offered by GSA, thereby increasing our program enrollments to meet the needs of the city's youth and their families.

- 4. Indicators of likely success.** Reviewers of this application will be assessing the likelihood that your organization will be successful in meeting its own goals (programming, financial, operational and otherwise). What factors should give them confidence?

Our organization is run by a board of directors – all current members except one 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 and recreational teams practice at Schrom Hills Park and Mandan fields and play in summer scrimmage games hosted at those fields. With the Schrom Hills field now being regularly utilized by our recreational teams and select teams, we are finally able to provide regular practice within the Greenbelt municipal limits which has been a goal of David Whiteman (former President of GSA) for many years. Thanks to the installation of a world class facility at Schrom Hills due to the tireless efforts of City of Greenbelt staff and with the help of ARPA funds, and with the World Cup taking place in America in 2026, we believe this year will be one of significant growth of the program locally and soccer all over America nationally.

Our past performance is an indicator of our future success. We have been a partner with the City of Greenbelt since 2011 and have demonstrated 15 years of growth and success and only a global pandemic has been able to slow the delivery of our goals and the implementation of our program. We have built relationships with the staff of the City of Greenbelt and we are always delivering results for the City of Greenbelt. Financially, being a grass-roots community based organization we are fiscally prudent and primarily outperforming cost vs. value with a fairly large multiplier. We do not have any salaried employees which helps us keep costs low. In general, the organizational makeup has

remained remarkably consistent since 2011 until 2025 which has also helped us keep our operational goals consistent since our founding.

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.

### **Greenbelt Soccer Alliance Variances**

Please note that all financial information reported in the Grant application is calculated per calendar year. Values reported for July 2024 – June 2025 are for calendar year 2024. Values reported for July 2025 – June 2026 are actuals for calendar year 2025. Values estimated for July 2026 – June 2027 are projected values for calendar year 2026. 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. Please note that we have included expenses for calendar years 2025 and 2026 to 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 Soccer Alliance (GSA) continues to operate at normal scale in 2025. However, Youth registration and also volunteer participation has cooled in 2025.

Purchasing was in austere conditions in 2025 and we anticipate similar conditions in 2026. We reduced 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 also do not want to increase the cost of registration in 2026 in addition to what was increased in 2025. We anticipate that tariffs on goods may be a concern for 2026 and may be another reason to reduce equipment purchases in the near term.

Player registration was up in 2024 and it increased greatly over 2023. Player registration growth cooled in 2025 but player retention is very high for both season to season and soccer year to soccer year. We have regrettably removed professional coaching involvement in 2025 and anticipate that it may not return in 2026. We would like to return to having professional coaching in the future, but it was felt that the increase year over year cost increase had gotten rather untenable and had become a detriment to fiscal sustainability.



## **Key Personnel Greenbelt Soccer Alliance**

**David Whiteman, Former President Greenbelt SA, (Note: Advisor role for Select Teams only)**

David is the former 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 4 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 – 3rd grade during this time. Jonas Cadwallader possesses a Bachelor's of Science in Engineering Technology from the University of Delaware. He currently works at Atwell Engineering in Mitchellville, MD as a Senior Designer primarily focused on Residential and Commercial projects in land development primarily in Prince George's County, MD and Charles County, MD. Currently, he holds the title of Senior Designer and he has worked Land Development for 22 years in the Del-Mar-Va region.

## **Board Members**

**Former President: David Whiteman**

**Current President: Jonas Cadwallader**

**Current Vice President: Scott Borg**

**Registrar: Brian Powell**

**Treasurer: N/A**

**Secretary: James "Jim" Cooney**

**Board Members at Large: Patrick Gleason, Belssi Chang Lee; Laurel Macondray**

**Note: Greenbelt Soccer Alliance (GSA) holds annual elections for Board Members in May. Many of the previous well-known Board Members have transitioned either out of the program or in a reduced capacity as their players have aged out of the program long ago. Many of the other volunteer positions have been filled by new members some of whom have multiple players in GSA at different age levels and felt called to volunteer and provide leadership for the program.**



### **Greenbelt Soccer Alliance (GSA) Calendar of Activities**

Greenbelt Soccer Alliance (GSA) offers soccer programming in 3 seasons.

Our current and anticipated offerings are:

- 1) Recreational soccer for grades Pre-K (ages 4 and 5) to 8th offered in spring and fall,
- 2) 4 seasons of Select soccer for 6th grade and older.

We also offer summer soccer options at Mandan Field and potentially Schrom Hills in 2026. The calendar of our current and anticipated activities for calendar years 2025 and 2026 are below.

|        | Month | Activities (2025)                                                                                                                                                                                  | Activities (2026)                                                                                                                                                                                  |
|--------|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Spring | Jan   | N/A                                                                                                                                                                                                | N/A                                                                                                                                                                                                |
|        | Feb   | 1. Select team indoor practices at Springhill Lake Elementary (SLE) in Greenbelt.                                                                                                                  | 1. Select team indoor practices at Springhill Lake Elementary (SLE) in Greenbelt.                                                                                                                  |
|        | Mar   | 1. Select team indoor practices at Springhill Lake Elementary (SLE) in Greenbelt.<br>2. Start of outdoor practices for select and recreational teams                                               | 1. Select team indoor practices at Springhill Lake Elementary (SLE) in Greenbelt.<br>2. Start of outdoor practices for select and recreational teams                                               |
|        | Apr   | 1. Spring outdoor game seasons for select-level teams in NCSL, PGSI and AAYSA leagues<br>2. Outdoor practices for select-level high school teams (held at Schrom, Mandan, Robert Goddard fields)   | 1. Spring outdoor game seasons for select-level teams in NCSL, PGSI and AAYSA leagues<br>2. Outdoor practices for select-level high school teams (held at Schrom, Mandan, Robert Goddard fields)   |
|        | May   | 1. Practices for all teams continued<br>2. Start of spring outdoor games in all leagues<br>3. Outdoor practices for select-level high school teams (held at Schrom, Mandan, Robert Goddard fields) | 1. Practices for all teams continued<br>2. Start of spring outdoor games in all leagues<br>3. Outdoor practices for select-level high school teams (held at Schrom, Mandan, Robert Goddard fields) |

|        |     |                                                                                                                                                                                                           |                                                                                                                                                                                                           |
|--------|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summer | Jun | 1. End of spring season tournaments in all leagues                                                                                                                                                        | 1. End of spring season tournaments in all leagues                                                                                                                                                        |
|        | Jul | 1. Summer soccer program at Mandan field<br>2. Select team practices<br>3. Scrimmages for select teams                                                                                                    | 1. Summer soccer program at Mandan field<br>2. Select team practices<br>3. Scrimmages for select teams                                                                                                    |
| Fall   | Aug | 1. Recreational team practices begin<br>2. Select team practices except for high school players who practiced with their school teams<br>3. Scrimmages for select teams                                   | 1. Recreational team practices begin<br>2. Select team practices except for high school players who practiced with their school teams<br>3. Scrimmages for select teams                                   |
|        | Sep | 1. Practices for all teams continued<br>2. Start of fall outdoor games in all leagues<br>3. High school practice and play games with their schools and participate in GSA team activities on the weekend. | 1. Practices for all teams continued<br>2. Start of fall outdoor games in all leagues<br>3. High school practice and play games with their schools and participate in GSA team activities on the weekend. |
|        | Oct | 1. Practices for all teams continued<br>2. Fall game seasons continued for all teams.<br>3. High school practice and play games with their schools and participate in GSA team activities on the weekend  | 1. Practices for all teams continued<br>2. Fall game seasons continued for all teams.<br>3. High school practice and play games with their schools and participate in GSA team activities on the weekend  |
|        | Nov | 1. End of season tournaments in all leagues                                                                                                                                                               | 1. End of season tournaments in all leagues                                                                                                                                                               |
|        | Dec | 2. Select and recreational team indoor practices at SLE in Greenbelt.                                                                                                                                     | 1. Select and recreational team indoor practices at SLE in Greenbelt.                                                                                                                                     |

**CITY OF GREENBELT, RECOGNITION GROUP PROGRAM**  
**OPERATING GRANT APPLICATION**

**Fiscal Year 2027**

**FORMATTING NOTE:** Where a text box is provided, your full answer must be visible without scrolling.  
Minimum font size: 11pt.

**A. GENERAL INFORMATION, ELIGIBILITY, AND SUMMARY OF REQUEST**

1. Name of organization: Greenbelt Municipal Swim Team
2. Year of founding: 1957 3. Website: http://www.greenbeltswimteam.com
4. Social media: IG: greenbelt\_swimteam; FB: GMST Barracudas
5. Federal tax ID # (if applicable): [REDACTED] 6. Fiscal year dates:
7. Contact person: Name Liz Murray Position President  
Telephone [REDACTED] E-mail greenbeltswim@gmail.com
8. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):  
[REDACTED]
9. Please indicate the amount of your grant request here \$10,000 and describe the intended use of these funds below. Please be as specific as possible.

GMST plans to use \$10,000 towards paying the salaries of coaches during the summer season.

10. In-kind City support. What non-financial assistance does the organization anticipate requesting from the City of Greenbelt during the period of support? All requests will be addressed on a case-by-case basis.

N/A

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM  
**OPERATING GRANT**  
**APPLICATION INSTRUCTIONS**

**Fiscal Year 2027**

Updated November 2025

**Period of Support: July 1, 2026 – June 30, 2027**

**Applications and supporting documents are due by 4:30pm on Monday, February 2, 2026.**  
Submit all materials in a single email to [cpracht@greenbeltmd.gov](mailto:cpracht@greenbeltmd.gov).

**For assistance:**

contact the Recreation Department's Administrative Coordinator  
at 301-397-2200 or [cpracht@greenbeltmd.gov](mailto: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 and Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 20% of your score will be based on how effectively you engage and serve Greenbelt residents. 60% of your score will be based on: the alignment of your organization's mission with the goals and requirements of the Recognition Group program; the feasibility of your proposed programs during the period of support; and the impact of your organization's programs among participants, spectators/audience members, and the community at large. 20% of your score will be based on an assessment of your organization's *need* for the funds being requested, and an assessment of *value* (the reasonableness of your request-per-resident ratio).
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. **Throughout this application, data will need to be presented in alignment with the City's fiscal years, which run from July 1 to June 30.** This standard applies even if the fiscal year dates for your organization are different, in order to reflect the full period of support for Recognition Group grants.
5. **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.

**11. City of Greenbelt funding status.** Check all that apply: the applicant organization is a Council-approved Greenbelt Recognition Group that received City funding – through the Recognition Group program or otherwise – in the following City of Greenbelt fiscal years:

  X   FY24

  X   FY25

  X   FY26

If your organization did not receive City funding in any of these three fiscal years, or if your organization does not hold current Recognition Group status, the organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

**12. Non-profit status. Please check all that apply.** 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

       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:

\_\_\_\_\_

If none of the above apply, your organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

*Note: the primary purpose of this requirement is to ensure that organizations are positioned to apply for other grant opportunities and/or to raise funds through tax-deductible contributions, diversifying your revenue streams, reducing costs for Greenbelt taxpayers, and helping to ensure your organization's long-term sustainability. Applicant organizations are encouraged to demonstrate in their financials that they have actively pursued such opportunities as available.*

**13. Reimbursements.** 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 above for which funding was sought and approved.

The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement. Checks will be payable to the organization itself and mailed to the address above.

Name: Christine Nickel Title: Treasurer

Name: Liz Murray Title: President

**B. PERSONNEL**

1. **Leadership (Board of Directors or equivalent).** Who are the leaders of your organization? Indicate whether individuals are Greenbelt residents. If any of these individuals are paid for their work in any capacity with your organization, also indicate "staff" (W2 employees) or "contractor".

| Name              | Greenbelt resident (yes/no) | Title or role   | Indicate all that apply: board, staff, contractor, volunteer |
|-------------------|-----------------------------|-----------------|--------------------------------------------------------------|
| Liz Murray        | yes                         | President       | board, volunteer                                             |
| Jennifer Mullinax | yes                         | Vice-President  | board, volunteer                                             |
| Tassia Prosper    | no                          | Secretary       | board, volunteer                                             |
| Kim Rush Lynch    | yes                         | Member-at-large | board, volunteer                                             |
| Izabella Downs    | yes                         | Member-at-large | board, volunteer                                             |
| Johanna Moore     | yes                         | PMSL Rep        | board, volunteer                                             |
| Christine Nickel  | yes                         | Treasurer       | board, volunteer                                             |
| Michelle Wright   | no                          | Member-at-large | board, volunteer                                             |
|                   |                             |                 |                                                              |
|                   |                             |                 |                                                              |

If any of the above leaders are City of Greenbelt employees, please give their name, department and job title here. You may also use this space to list additional leaders as needed.

N/A

2. **Paid personnel.** As applicable, please identify up to 10 individuals who have played the most significant roles in your organization's operations during the past year in a paid capacity. Indicate whether individuals are Greenbelt residents. As applicable, indicate "staff" (W2 employees) or "contractor", and whether the individuals are short-term/temporary workers or year-round personnel. If your organization has no paid personnel, check here: \_\_\_\_\_.

| Name          | Greenbelt resident (yes/no) | Title or role | Indicate all that apply: staff, contractor, short-term, year-round |
|---------------|-----------------------------|---------------|--------------------------------------------------------------------|
| Molly Sanborn | no                          | Head Coach    | staff, year-round                                                  |
| Vivian Nickel | yes                         | Assist. Coach | staff, year-round                                                  |
| Seren Lerusse | yes                         | Assist. Coach | staff, year-round                                                  |
| Ray Parks     | yes                         | Assit. Coach  | staff, year-round                                                  |
| Olivia Nickel | yes                         | Assist. Coach | staff, year-round                                                  |
| Clara Breault | yes                         | Head Coach    | staff, short-term                                                  |
| Iris Gaycken  | yes                         | Assist. Coach | staff, year-round                                                  |
| Kira Moore    | yes                         | Assist. Coach | staff, year-round                                                  |
| Tru Rippon    | no                          | Assist. Coach | staff, year-round                                                  |
| Tea Rippon    | no                          | Assist. Coach | staff, year-round                                                  |

3. **Volunteers.** Please provide information below for the period of: July 1, 2025 – June 30, 2026 (the City of Greenbelt's most recently completed fiscal year.) Do not include individuals listed above who volunteer in a leadership role. If your organization is in its first year of operations, please check here \_\_\_\_ and provide estimates for the period of: July 1, 2026 – June 30, 2027.

Number of **VOLUNTEERS:** 210 / % Greenbelt residents 60  
 % ages 12 and under 0 / % 13-17 yrs. 10 / % 18-59 yrs. 80 / % 60+ yrs. 10

Briefly describe your volunteers' roles and contributions.

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 resetting the pool area at the meet's conclusion. Outside of swim meets, parent volunteers run fundraising events and outreach programs for the team.

**C. PEOPLE SERVED.** Throughout this section, provide information for the period of: July 1, 2025 – June 30, 2026. 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 for the period of: July 1, 2026 – June 30, 2027.

**1. How many people actively participated in your organization's primary programming activities?** 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 **ACTIVE PARTICIPANTS**: 235 / % Greenbelt residents 75  
% ages 12 and under 64 / % 13-17 yrs. 36 / % 18-59 yrs. 0 / % 60+ yrs. 0

Briefly explain whom you have included in these figures and how you calculated the total.

Included in these figures are total registered swimmers in the summer, fall, and winter/spring seasons for the FY 25-26. Greenbelt Residency was calculated by reviewing the athletes' home city within registration reports.

**2. How many additional people participated in your organization's primary 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**: 500 / % Greenbelt residents 65  
% ages 12 and under 20 / % 13-17 yrs. 10 / % 18-59 yrs. 60 / % 60+ yrs. 10

Briefly explain whom you have included in these figures and how you calculated the total.

These figures include attendees, including GMST alumni, parents/family, and the general public, at our special events and swim meets. Calculations are based on observed attendance.

**D. FINANCIAL INFORMATION**

1. **Budget.** 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,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|-----------------------------------|--------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Salaries and wages             |                          | 20,034.00                                                                   | 24,000.00                                                                 | 24,000.00                                                                |
| b. Consultants' fees              |                          |                                                                             |                                                                           |                                                                          |
| c. Contractual personnel          |                          |                                                                             |                                                                           |                                                                          |
| d. Facility rental                |                          | 8,098.00                                                                    | 8,200.00                                                                  | 8,200.00                                                                 |
| e. Online services                |                          |                                                                             |                                                                           |                                                                          |
| f. Dues, memberships, league fees | PMSL Fees                | 300.00                                                                      | 400.00                                                                    | 400.00                                                                   |
| g. Utilities                      |                          |                                                                             |                                                                           |                                                                          |
| h. Insurance                      |                          | 950.00                                                                      | 950.00                                                                    | 950.00                                                                   |
| i. Supplies and materials         |                          |                                                                             |                                                                           |                                                                          |
| j. Equipment purchases            | to buy new canopies      | 3,300.00                                                                    | 3,000.00                                                                  | 3,000.00                                                                 |
| k. Equipment rental               |                          |                                                                             |                                                                           |                                                                          |
| l. Marketing and outreach         |                          | 200.00                                                                      | 200.00                                                                    | 200.00                                                                   |
| m. Travel and lodging             |                          |                                                                             |                                                                           |                                                                          |
| n. Food/catering                  | team banquet and potluck | 930.00                                                                      | 1,000.00                                                                  | 1,000.00                                                                 |
| o. Awards                         | ribbons and trophies     | 2,887.00                                                                    | 2,750.00                                                                  | 2,750.00                                                                 |
| p. Grants                         |                          |                                                                             |                                                                           |                                                                          |
| q. Payment of debt                |                          |                                                                             |                                                                           |                                                                          |
| r. Taxes                          |                          |                                                                             |                                                                           |                                                                          |
| s. Other                          | invitational meet fees   | 425.00                                                                      | 450.00                                                                    | 450.00                                                                   |
| t. Other                          | swimmer t-shirts, caps   | 3,461.00                                                                    | 4,000.00                                                                  | 4,000.00                                                                 |
| u. Other                          |                          |                                                                             |                                                                           |                                                                          |
| <b>Total Expenses</b>             |                          | <b>\$ 40,585.00</b>                                                         | <b>\$ 44,950.00</b>                                                       | <b>\$ 44,950.00</b>                                                      |

| <b>INCOME</b>                                | <b>Description</b>                                                                              | <b>Actual Totals,<br/>Last City<br/>Fiscal Year<br/>July 1, 2024<br/>June 30, 2025</b> | <b>Budget,<br/>Current City<br/>Fiscal Year<br/>July 1, 2025 –<br/>June 30, 2026</b> | <b>Proposed,<br/>Next City<br/>Fiscal Year<br/>July 1, 2026 –<br/>June 30, 2027</b> |
|----------------------------------------------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| a. Sales of goods                            | concessions at home meets                                                                       | 1,082.50                                                                               | 2,000.00                                                                             | 2,000.00                                                                            |
| b. Admissions                                |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| c. Tuition                                   |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| d. Fees for services rendered                |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| e. Membership dues, registration fees        | registration, caps, t-shirts                                                                    | 29,595.00                                                                              | 29,000.00                                                                            | 29,000.00                                                                           |
| f. Corporate support                         |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| g. Foundation support                        |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| h. Individual donations                      |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| i. Greenbelt support: ARPA                   |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| j. Greenbelt: Project Grant                  |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| k. Greenbelt: Operating Grant                |                                                                                                 | 10,000.00                                                                              | 8,000.00                                                                             | 10,000.00                                                                           |
| l. Greenbelt: other Council appropriation    |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| m. Other grants                              |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| n. Other                                     | Chipotle fundraiser                                                                             | 111.11                                                                                 | 146.00                                                                               | 200.00                                                                              |
| o. Other                                     | Swim-a-thon                                                                                     | 2,570.00                                                                               | 3,000.00                                                                             | 3,000.00                                                                            |
| p. Other                                     |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| <b>Total income</b>                          |                                                                                                 | <b>\$ 43,358.61</b>                                                                    | <b>\$ 42,146.00</b>                                                                  | <b>\$ 44,200.00</b>                                                                 |
|                                              |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| <b>Net profit or loss</b>                    |                                                                                                 | <b>Actual Totals</b>                                                                   | <b>Budget</b>                                                                        | <b>Projected</b>                                                                    |
| <b>Complete this section manually</b>        |                                                                                                 | <b>City FY25</b>                                                                       | <b>City FY26</b>                                                                     | <b>City FY27</b>                                                                    |
| <b>Profit</b> (income in excess of expenses) |                                                                                                 | <b>2,773.61</b>                                                                        |                                                                                      |                                                                                     |
| <b>Loss</b> (expenses in excess of income).  | Amount to be made up through the organization's <b>savings</b> (counts toward your grant match) |                                                                                        | (2,804.00)                                                                           | (750.00)                                                                            |
|                                              | Amount to be made up with <b>borrowed funds</b> (does not count toward your grant match)        |                                                                                        |                                                                                      |                                                                                     |

a. **Variances.** 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, as noted in section G3, below.

b. **Matching fund requirement.** For every \$1.00 which may be awarded by the City of Greenbelt, your organization must contribute at least \$1.00 from other sources toward meeting your FY27 operating expenses. (Stated otherwise, the amount of your request cannot exceed one half of the organization's total FY27 expenses listed in your budget on page 7.)

Funds raised from most other sources count toward your required match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Your organization may also apply existing savings toward your required matching contribution. 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 during the specified period of support.

## 2. Financial Reserves

| Assets                           | Actual as of June 30,<br>2025 (Last City Fiscal Year) | Projected as of June 30,<br>2026 (Current City Fiscal Year) |
|----------------------------------|-------------------------------------------------------|-------------------------------------------------------------|
| a. Checking/savings accounts*    | 36,054.23                                             | 33,250.00                                                   |
| b. Restricted operating funds ** |                                                       |                                                             |
| c. Restricted capital funds**    |                                                       |                                                             |
| d. Investments                   |                                                       |                                                             |
| e. Endowment balance             |                                                       |                                                             |
| f. Planned giving commitments    |                                                       |                                                             |
| <b>Total Financial Reserves</b>  | <b>\$ 36,054.23</b>                                   | <b>\$ 33,250.00</b>                                         |

\*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:

### 3. Debt

| Creditor          | Loan purpose | Actual as of<br>June 30, 2025<br>(Last City Fiscal Year) | Projected as of<br>June 30, 2026<br>(Current City Fiscal Year) |
|-------------------|--------------|----------------------------------------------------------|----------------------------------------------------------------|
| a.                |              | 0.00                                                     |                                                                |
| b.                |              |                                                          |                                                                |
| c.                |              |                                                          |                                                                |
| <b>Total Debt</b> |              | <b>\$ 0.00</b>                                           | <b>\$ 0.00</b>                                                 |

### 4. In-Kind Contributions Received Please estimate dollar values.

| IN-KIND<br>CONTRIBUTIONS                                            | Description | Actual Totals,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|---------------------------------------------------------------------|-------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Pro-bono<br>professional<br>services (legal,<br>accounting, etc) |             |                                                                             |                                                                           |                                                                          |
| b. Other waived<br>fees                                             |             |                                                                             |                                                                           |                                                                          |
| c. Donated equipment                                                |             |                                                                             |                                                                           |                                                                          |
| d. Donated supplies<br>and materials                                |             |                                                                             |                                                                           |                                                                          |
| e. Donated travel and<br>lodging costs                              |             |                                                                             |                                                                           |                                                                          |
| f. City of Greenbelt:<br>free facility use*                         |             |                                                                             |                                                                           |                                                                          |
| g. Donated space<br>rental: other                                   |             |                                                                             |                                                                           |                                                                          |
| h. Other                                                            |             |                                                                             |                                                                           |                                                                          |
| <b>Total In-Kind<br/>Contributions</b>                              | <b>N/A</b>  | <b>\$ 0.00</b>                                                              | <b>\$ 0.00</b>                                                            | <b>\$ 0.00</b>                                                           |

\* For assistance with the calculation of free facility use values, contact the Recreation staff person through whom your organization normally reserves space.

**5. Financial need. Please check all that apply.**

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

☐ The organization is projecting a revenue surplus for FY26.

☐ The organization is projecting a revenue surplus for FY27.

If any of the above apply to your organization, you must please explain your need for City of Greenbelt funding in the amount requested. If none of the above apply, you may still use the space below at your option to explain the organization's need for City funding in the amount requested.

The amount requested is about 25% 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. Additionally, we are operating at a loss because of the reduction in fiscal 2025-2026 grant funds.

**E. NARRATIVE:** Please address all of the following questions and prompts briefly, in this order, in a narrative of up to four pages. Number your responses. Save your document as a PDF with the file name: name\_of\_organization\_narrative\_FY27

1. **Organizational overview.** What is the mission of your organization? Whom do you serve and how? Please describe your organization's ongoing programming activities, providing a clear sense of their content and scope (program types, number and frequency of activities, etc.). If your programs are seasonal, please indicate typical timing. Note any significant achievements and challenges during the past and current City fiscal years.
2. **Program impact.** Explain how your activities will benefit Greenbelt resident participants, and if applicable, the broader Greenbelt community. Consider both immediate and longer-term impacts as applicable. Does your organization provide any unique opportunities to Greenbelt residents that would not otherwise be available?
3. **Goals.** What are your organization's goals for the current and next fiscal year, and how are you working toward them? Goals may pertain to recruitment, fundraising, audience development, introduction of new services, or any other area of programs and operations.
4. **Indicators of likely success.** Reviewers of this application will be assessing the likelihood that your organization will be successful in meeting its own goals (programming, financial, operational and otherwise.) What factors should give them confidence?

## F. Background checks

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 adopted by the city (see below). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at [aphelan@greenbeltmd.gov](mailto: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: \_\_\_\_\_

Liz Murray

Name

President

Title/position

2/12/26

Date

(section continues below)

## 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.

**Background Screening is an ongoing process and is subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.**

**G. WHAT TO SUBMIT:** please send the following in PDF format to the address on page 1 in a single email.

1. **REQUIRED: Completed application.** Please format your file name as follows:  
name\_of\_organization\_GO\_application\_FY27.
2. **REQUIRED: Narrative.** Please format your file name as follows:  
name\_of\_organization\_narrative\_FY27. Limit: 4 pages.
3. **REQUIRED IF APPLICABLE: Budget variances:** explanation of year-to-year income and expense variations over 50%. See section D. File name format: name\_of\_organization\_variances\_FY27.
4. **OPTIONAL: Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name\_of\_organization\_bios\_FY27.
5. **OPTIONAL: Letter(s) of support.** You may submit up to three letters attesting to the impact of your programs and the effectiveness of your organization's leaders. Each letter should be no longer than one page. Letters should please be combined in one file. File name:  
name\_of\_organization\_letters\_FY27.

**H. OPTIONAL: Additional information.** If applicable, please use this space to convey any important information not covered elsewhere in your application or attachments that should be considered in the evaluation of your request.

**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.**

**I. 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 Elizabeth J. Murray Date 2/13/2026  
Your role within the applicant organization President

# NARRATIVE

## I. Organizational Overview

### 1.1 History and Mission

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.

### 1.2 People Served and Programming

GMST offers a healthy outlet in which young people in and around Greenbelt 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. The Greenbelt Municipal Swim Team provides the following activities to the Greenbelt Community and surrounding areas:

- Summer Swim Team including daily practices Monday through Friday, 5 regular dual meets, participation in Divisional Championships, and the All Stars Meet for those swimmers that qualify. All activities are open to swimmers aged 5-18 years old.
- Off-Season Training from September through May including swim practices and occasional swim clinics to focus on a particular swimming skill. All activities are open to swimmers aged 5-18 years old. This is a unique offering as GMST is one of the only non-competitive year-round swim programs in the area, training three days per week. Other full-year programs (also known as "club teams") charge significantly more and have prohibitively demanding practice schedules. GMST's programs allow swimmers to stay in touch with swimming while also giving them room to explore other activities.
- Swimmer to Coach Program including mentoring GMST swimmers who have advanced to and show interest in becoming future swim coaches with GMST by volunteering as unpaid assistants to the Head Coach. Activity is open to swimmers aged 13-18 years old.
- Social and Community Outreach including participating in the Greenbelt Labor Day Parade, Fall Fest, the Green Man Festival, and Winter Wonderland sponsored by the Greenbelt Venturing Crew to spread the word about our team and to encourage new swimmers to join. In September of 2025 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 continues to look for ways to partner with other organizations in the community and hopes to collaborate on activities at the Greenbelt Labor Day Festival.

### 1.3 Achievements and Challenges

#### Achievements

Select Achievements for GMST include:

- 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.
- In the summer of 2025 GMST had 23 entries in the league-wide All Star Meet.
- In Summer 2025, GMST earned third in the Divisional C Championships of the PMSL.
- Since 1978, *Team Time Records* have been broken 49 times by GMST swimmers.

#### Challenges

GMST has identified four main challenges for the year ahead:

1. A continued challenge is to maintain and strengthen the coaching as we move forward. Although we have hired an amazing Head Coach, we now need to strengthen our *Swimmer to Coach Program* by mentoring and training our teen swimmers to be stronger leaders, more knowledgeable coaches, and to learn the basic skills of a first job.
2. Another challenge is to rebuild numbers following the loss of a large cohort of seniors who moved on to college, and the pause in the developmental program in the summer of 2025 due to the pool closure for remodeling.
3. Our financial burden will increase this year with the reduction in grant money from the City as the current FY provided \$2,000 less than we are usually awarded. That money normally would cover the paycheck fees we incur during the Off-Season Program (September through May), however without the \$2,000 that money will need to be recouped from our fundraising efforts.
4. Finally with the loss of our older swimmers, and therefore their parents, we are in need of parents of younger swimmers to get trained for Stroke and Turn Judges and other PMSL official roles (both are volunteer positions and require a paid training).

## II. Program Impact

### 2.1 Personal and Community Impact

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.

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.

## **2.2 Unique Opportunities**

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 Prince George’s 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.

## **III. Goals**

### **3.1 Goals for the upcoming year are:**

- Recruitment: to increase participant numbers through community outreach to all areas of the City of Greenbelt.
- Fundraising: to increase swim meet concessions through improved engagement with team families, new equipment, and a more efficient process.
- Partnerships: to investigate potential partnerships with other organizations within Greenbelt who hold similar philosophies and goals thereby lifting up both organizations either through fundraising, recruitment opportunities, or socialization.

## **IV. Likely Success**

### **4.1 Why We Will Succeed**

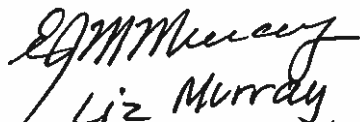
New Head Coach The Greenbelt Municipal Swim Team is one of the oldest continually operational organizations in the city. The team has consistently attracted local youth swimmers to maintain the team over the years. Additionally, we have hired a Head Coach who is enthusiastic about local swim teams and especially about being a part of GMST, engages with our swimmers

in a meaningful and constructive manner, and is genuinely liked by swimmers, assistant coaches, and parents.

Positive Working Relationships Long-term Board members have worked at building a positive relationship with Greenbelt Aquatic and Fitness Center staff and lifeguards, working together to make both the team and the GAFC reap the rewards.

Families and Volunteers GMST families are engaged members of the Greenbelt Community and work hard to provide a positive and healthy program for the youth swimmers. We have families returning year after year after year as each child in the family becomes eligible to swim; and when those children grow up, and start families in Greenbelt they register their own children for GMST. We have several second generation families!

Finances Financially, 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.

  
Liz Murray  
GMST President

# VARIANCES

March 9, 2026

Variances Explanation, FY 27 Operating Grant Application  
Greenbelt Municipal Swim Team (GMST)

The Greenbelt Municipal Swim Team projects a net loss in budget FY 2026 due to the following factors:

- 1) A loss of income due to the closure of the indoor pool for remodeling and repair. GMST had to limit the number of swimmers we could register, including pausing the Developments program which serves our youngest swimmers 6 years and younger.
- 2) A reduction in the City Grant by \$2,000 requiring GMST to use funds allotted for other needs to pay our coaches.
- 3) A loss of income from swim meet concessions due to only having one home meet and no extra B Meets. GMST was limited in the number of home meets we were permitted to host because of the closure of the indoor pool for remodeling and repair.



**CITY OF GREENBELT, RECOGNITION GROUP PROGRAM**  
**PROJECT GRANT APPLICATION**  
**Fiscal Year 2027**

**FORMATTING NOTE:** Where a text box is provided, your full answer must be visible without scrolling.  
Minimum font size: 11pt.

**A. GENERAL INFORMATION, ELIGIBILITY AND SUMMARY OF REQUEST**

1. Name of organization: Chesapeake Education Arts Research Society
2. Year of founding: 2006 3. Website: Chears.org
4. Social media: https://www.facebook.com/chearsorg/
5. Federal tax ID # (if applicable): [REDACTED] 6. Fiscal year dates: Jan-December
7. Contact person: Name Maggie Cahalan Position Board Member  
Telephone [REDACTED] E-mail [REDACTED]
8. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):  
[REDACTED]

**9. Please describe your proposed project:**

CHEARS is requesting \$1800 to help support the Great Food Transition (GFT) project, with a match of \$1875 from CHEARS for FY2026-27. The Great Food Transition project was begun by CHEARS in 2024, with Greenbelt Community Foundation in 2024 and Chesapeake Bay Trust in 2025 one year funding grants to help promote citizen awareness of the role that food system choices play in their own health and in the health of the planet. The project has involved training two citizens to be safe serve food managers, and renting the commercial kitchen for monthly hands on workshops on food health and food security concerns. Thus far we have held 16 re-skilling and empowering workshops and are committed to continuing the project in 2026 and 2027. We especially want to continue the GFT project to support the Greenbelt Grows Initiative to help increase healthy food access to those who may be food insecure.

- 10. Please indicate the amount of your project grant request here \$1800 and describe the intended use of these funds below. Please be as specific as possible. (Maximum request: \$5,000. See matching requirements on page 8).**

We are requesting city support to fund 6 of the workshop facilitators with a small honorariums of \$250 (\$1500) and also to support some of the demonstration food (\$300). CHEARS will continue to support the city rental fees of \$1375 assuming one free rental and also continue to pay the liability insurance (\$500). We estimate that we will hold 12 workshops in the commercial kitchen and dining room. For 8 of them the rental will be for 2 hours and for 4 of them we estimate needing 3 hours of rental for a total of \$1375. Six of the workshops will be potlucks with few food costs. The total match for CHEARS will be \$1875 and the request to the City of Greenbelt is \$1800. These monthly sessions average about 15 to 20 participants per workshop. We believe that this project is unique in its combination of science-based information, hands on food and seed preparation, eating together, and educational opportunity.

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.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM

# **PROJECT GRANT APPLICATION INSTRUCTIONS**

**Fiscal Year 2027**  
Updated November 2025

**Period of Support: July 1, 2026 – June 30, 2027**

**Applications and supporting documents are due by 4:30pm on Monday, February 2, 2026.**  
Submit all materials in a single email to [cpracht@greenbeltmd.gov](mailto:cpracht@greenbeltmd.gov).

**For assistance:**  
contact the Recreation Department's Administrative Coordinator  
at 301-397-2200 or [cpracht@greenbeltmd.gov](mailto: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 and Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 20% of your score will be based on how effectively you engage and serve Greenbelt residents. 60% of your score will be based on: the alignment of your organization's mission with the goals and requirements of the Recognition Group program; the feasibility of your proposed programs during the period of support; and the impact of your organization's programs among participants, spectators/audience members, and the community at large. 20% of your score will be based on an assessment of your organization's *need* for the funds being requested, and an assessment of *value* (the reasonableness of your request-per-resident ratio).
- 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.

**11. In-kind City support.** What non-financial assistance does the organization anticipate requesting from the City of Greenbelt during the period of support? All requests will be addressed on a case-by-case basis.

Thus far the City staff have been very helpful in facilitating CHEARS use of the Commercial Kitchen, providing the project with a special shelf to keep supplies and making the LCD projector available to us for use at the workshops. As part of our CBT grant we were able to purchase preservation equipment (a food dehydrator and a freeze dryer). We recently met with the Community Center Facilities Supervisor and we are hopeful that there will be feasible places to store this equipment for use in the commercial kitchen when needed. We would like to be able to use these tools to work on food waste reduction as a way to help climate solutions and also to increase food security among the community.

**12. 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.

**13. 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

**B. PERSONNEL.** The information requested in this section pertains to your organization as a whole and is not limited to those personnel connected with your proposed project.

- 1. Leadership (Board of Directors or equivalent).** Who are the leaders of your organization? Indicate whether individuals are Greenbelt residents. If any of these individuals are paid for their work in any capacity with your organization, also indicate "staff" (W2 employees) or "contractor".

| Name                    | Greenbelt resident (yes/no) | Title or role                       | Indicate all that apply: board, staff, contractor, volunteer |
|-------------------------|-----------------------------|-------------------------------------|--------------------------------------------------------------|
| Carolyn-Lambright-Davis | yes                         | Convenor of Board-project cordinaor | Board volunteer                                              |
| Maggie Cahalan          | yes                         | Board Member-Project coordinator    | Board volunteer                                              |
| Bill Davis              | yes                         | Board member                        | Board VolunteerB                                             |
| Bob Cahalan             | yes                         | Board Member -IT support            | Board Volunteer                                              |
| Jennifer Dudley         | no                          | Board Member project coordinator    | Board Volunteer                                              |
| Kate Prager             | no                          | Treasurer                           | Board Volunteer                                              |
| Geraldine Adams         | yes                         | Project coordinator                 | Volunteer Project Coordinator                                |
|                         |                             |                                     |                                                              |
|                         |                             |                                     |                                                              |
|                         |                             |                                     |                                                              |

If any of the above leaders are City of Greenbelt employees, please give their name, department and job title here. You may also use this space to list additional leaders as needed.

None

2. **Paid personnel.** As applicable, please identify up to 10 individuals who have played the most significant roles in your organization's operations during the past year in a paid capacity. Indicate whether individuals are Greenbelt residents. As applicable, indicate "staff" (W2 employees) or "contractor", and whether the individuals are short-term/temporary workers or year-round personnel. If your organization has no paid personnel, check here: \_\_\_\_\_.

| Name               | Greenbelt resident (yes/no) | Title or role           | Indicate all that apply: staff, contractor, short-term, year-round |
|--------------------|-----------------------------|-------------------------|--------------------------------------------------------------------|
| Michael Thompson   | no                          | Food Forest restoration | Honorarium for event                                               |
| Bodhi Vasilopoulos | no                          | Workshop facilitator    | Honorarium for event                                               |
| Melissa Sikes      | yes                         | Workshop Facilitator    | Honorarium for event                                               |
| Lincoln Smith      | no                          | Workshop facilitator    | Honorarium for event                                               |
| Bonnetta Adeeb     | no                          | workshop facilitator    | Honorarium for event                                               |
| Tomia McQueen      | no                          | workshop facilitator    | Honorarium for event                                               |
|                    |                             |                         |                                                                    |
|                    |                             |                         |                                                                    |
|                    |                             |                         |                                                                    |
|                    |                             |                         |                                                                    |

3. **Volunteers.** Please provide estimates for your most recently completed fiscal year. (If your organization operates on a calendar year basis, provide information for 2025.) Do not include individuals listed above who volunteer in a leadership role. If your organization is in its first year of operations, please check here \_\_\_\_ and provide estimates for your current fiscal year.

Number of **VOLUNTEERS:** 30 / % Greenbelt residents 80  
 % ages 12 and under 5 / % 13-17 yrs. 15 / % 18-59 yrs. 40 / % 60+ yrs. 40

Briefly describe your volunteers' roles and contributions.

CHEARS has no paid staff and has 9 active projects implemented by volunteers. The volunteers implement the projects by participating in work days and in planning & organizing events. The active projects in 2026 are: 1) Three Sisters Demonstration Gardens and Food Forest; 2) CHEARS Earth Squad; 3) Flows; 4) Greenbelt Green Man Festival; 5) Chesapeake Intergenerational Open Seed Quest (CHIO-SQ); 6) Chesapeake Climate Countdown Citizen Science (CCCCS), 7) PASA Alley Cropping Demonstration at Many Streams Farm; 8) the Great Food Transition GFT project and 9) International Analog Forestry Network Partnership Courses & CHEARS/IAFN Internship Program/

**C. PEOPLE SERVED.** Throughout this section, please provide information for your most recently completed fiscal year, and for your organization's activities overall. (If your organization operates on a calendar year basis, provide information for 2025.) 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 for your current fiscal year.

**1. How many people actively participated in your organization's primary programming activities?** 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 **ACTIVE PARTICIPANTS**: 50 / % Greenbelt residents 85  
% ages 12 and under 35 / % 13-17 yrs. 10 / % 18-59 yrs. 20 / % 60+ yrs. 35

Briefly explain whom you have included in these figures and how you calculated your total.

The Earth Squad has an average of 20 elementary school children. The Green Man Festival has about 8 active volunteers organizers; The three gardens and food forest at Schrom, Springhill and Center have about 10 active volunteers; Flows has 2 active volunteers; The GFT project has 5 active volunteers helping to plan and volunteer for setting up and clean up of events. Many Steams alley crop and seed saving work has 5 active volunteers.

**2. How many additional people participated in your organization's primary 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**: 300 / % Greenbelt residents 70  
% ages 12 and under 15 / % 13-17 yrs. 15 / % 18-59 yrs. 35 / % 60+ yrs. 35

Briefly explain whom you have included in these figures and how you calculated your total.

The major spectators not volunteers are from the Green Man Festival in May. At the event over the two days there are about 300 persons attending. The age distribution is more weighted to adults although there are many children attending also.

**D. FINANCIAL INFORMATION.** In addition to the information requested below, please note that a financial statement for your most recently completed fiscal year is required as an attachment. Additional information is provided on page 11.

**1. If the City of Greenbelt awarded any funding to your organization in its current fiscal year budget, what was the amount?** No funding What was the purpose (specify your project or indicate "general operating" as applicable) NA

**2. What is your organization's current unrestricted fund balance (cash on hand which the organization may spend at its discretion)?** \$67,000

3. **What is your organization's current restricted fund balance** (cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign)? \$13,000  
 What is the dedicated purpose of these funds? CBTgrant ends by Feb 2026

4. **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. Personnel expenses (staff and/or contractors) | \$ 1,500.00        | \$250 honorarium for 6 workshop leaders                                                                  |
| b. Facility expenses                             | \$ 1,375.00        | City rental fees of \$55 per hour for 8workshops of 2 hours and 4 wokshops of 3 hours and 1 free wokshop |
| c. Insurance                                     | \$ 500.00          | additioinal liability insurance to use the kitchen                                                       |
| d. Online services                               |                    |                                                                                                          |
| e. Supplies and materials                        |                    |                                                                                                          |
| f. Equipment purchases                           |                    |                                                                                                          |
| g. Equipment rental                              |                    |                                                                                                          |
| h. Marketing and outreach                        |                    |                                                                                                          |
| i. Travel and lodging                            |                    |                                                                                                          |
| j. Food/catering                                 | \$ 300.00          | 6 sessions at \$50 for food purchase                                                                     |
| k. Awards                                        |                    |                                                                                                          |
| l. Other                                         |                    |                                                                                                          |
| m. Other                                         |                    |                                                                                                          |
| n. Other                                         |                    |                                                                                                          |
| <b>Total Expenses</b>                            | <b>\$ 3,675.00</b> |                                                                                                          |

| <b>INCOME</b>                                    | <b>Amount</b>          | <b>Description</b> |
|--------------------------------------------------|------------------------|--------------------|
| a. Sales of goods                                |                        |                    |
| b. Admission fees                                |                        |                    |
| c. Tuition                                       |                        |                    |
| d. Fees for services                             |                        |                    |
| e. Membership dues, registration fees            |                        |                    |
| f. Corporate support                             |                        |                    |
| g. Foundation support                            |                        |                    |
| h. Individual donations                          | \$ 1,200.00            |                    |
| i. Requested City of Greenbelt support           | \$ 1,800.00            |                    |
| j. Other grants                                  |                        |                    |
| k. Organization's savings and/or interest income | \$ 675.00              |                    |
| l. Other                                         |                        |                    |
| m. Other                                         |                        |                    |
| n. Other                                         |                        |                    |
| <b>Total Income</b>                              | <del>\$ 3,000.00</del> | \$3,675            |

**a. Matching requirement.**

**If your organization is awarded a Project Grant for the first time:** for every \$1.00 awarded by the City of Greenbelt, the organization must contribute at least \$.50 in cash income -- or from savings -- toward meeting your project expenses. (Stated differently: the amount of your request cannot exceed two thirds of the total project expenses listed above in your budget.)

**If your organization has previously received City funding:** for every \$1.00 awarded by the City of Greenbelt, the organization must contribute at least \$1.00 in cash income -- or from savings -- toward meeting your project expenses. (Stated differently: the amount of your request cannot exceed one half of the total project expenses listed above in your budget.)

Funds raised from most other sources count toward your required match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Your organization may also apply existing savings toward your required matching contribution. 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 specified period of support.

E. **NARRATIVE:** Please address all of the following questions and prompts briefly, in this order, in a narrative of up to four pages. Label your responses 1, 2a, etc. Save your document as a PDF with the file name: name\_of\_organization\_narrative\_FY27

1. **Organizational overview.** What is the mission of your organization? Whom do you serve and how? Please include an overview of your organization's programming activities over the past year.

2. **Project information.**

- a. **Description.** At your option, feel free to elaborate on the project description you provided on page 1. If you don't need to elaborate, please answer "N/A".
- b. **Impact.** Explain how your project will benefit Greenbelt resident participants, and if applicable, the broader Greenbelt community. Consider both immediate and longer-term impacts as applicable. Does your organization provide any unique opportunities to Greenbelt residents that would not otherwise be available?
- c. **Resources.** What resources will be needed to implement this project, and which of them are already in place? These may include, for example: expertise, funds, facilities, supplies, equipment, partnerships with other organizations, and commitments of in-kind support.
- d. **Comparable achievements.** If applicable, describe any current-year projects or past program successes that illustrate your organization's capacity to deliver a project of the type and scope for which you are seeking support.
- e. **Financial need.** Please explain your organization's need for the requested funds in the amount you have indicated. If your organization appears to have sufficient savings to self-fund this project, please explain why public funds are being requested.

F. **Background checks**

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 adopted by the city (see below). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at [aphelan@greenbeltmd.gov](mailto: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

### **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.

**Background Screening is an ongoing process and is subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.**

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**G. WHAT TO SUBMIT:** please send the following in PDF format to the address on page 1 in a single email.

1. **REQUIRED: Completed application.** Please format your file name as follows:  
name\_of\_organization\_P\_application\_FY27.
2. **REQUIRED: Narrative.** Please format your file name as follows:  
name\_of\_organization\_narrative\_FY27. Limit: 4 pages.
3. **REQUIRED: Financial statement.** Please attach a detailed financial statement showing your actual expenditures and revenues for your most recently completed fiscal year. Indicate your fiscal year dates. If your organization operates on a calendar year basis, provide information for 2025. Please make sure that contributions from the City of Greenbelt and any other funding agencies, as applicable, are listed individually along with the amount of their support. Otherwise, no specific format is required for your statement. If your organization is in its first year of operation, please provide your budget for your current fiscal year and year-to-date data for each line item.
4. **OPTIONAL: Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name\_of\_organization\_bios\_FY27
5. **OPTIONAL: Letter(s) of support.** You may submit up to three letters attesting to the value of the proposed project and the capacity of your organization to implement it. Each letter should be no longer than one page. Letters should please be combined in one file if possible. File name: name\_of\_organization\_letters\_FY27.

- H. **OPTIONAL: Additional information.** If applicable, please use this space to convey any important information not covered elsewhere in your application or attachments that should be considered in the evaluation of your request.

**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.**

I. **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 margaret Cahalan Date Feb 13, 2026

Your role within the applicant organization Board Member



## **CHEARS, the Chesapeake Education, Arts, and Research Society**

*Restoring & promoting the health of all life in the Chesapeake Watershed through action projects organized and implemented by volunteers.*

**NARRATIVE:** Please address all of the following questions and prompts briefly, in this order, in a narrative of up to four pages. Label your responses 1, 2a, etc. Save your document as a PDF with the file name: name\_of\_organization\_narrative\_FY27

### **1. Organizational overview.**

In 2006, two Greenbelt residents (Robert and Margaret Cahalan) and Joan Clement from Takoma Park, Maryland founded Chesapeake Education, Arts and Research Society (CHEARS), with the intention of being a 501 (c) (3) collective impact volunteer organization to start and sustain projects in the Chesapeake Bioregion in environmental science, arts, education, and research dedicated to the health of all species sharing the watershed. The following is our 2006 articulation of the 5 interrelated goals reflected in our name that continue to summarize our goals.

- Goal 1 Chesapeake: To restore, steward, and enhance the physical and spiritual health of our Chesapeake Watershed, in its multiple dimensions, as expressed by its diversity of air, land, water, plants, animals, and natural and managed ecosystems.
- Goal 2 Education: To share knowledge of our watershed, with education projects that effectively engage us in learning about our diverse bioregion.
- Goal 3 Arts: To foster artistic expression related to our watershed's human, natural and environmental issues.
- Goal 4 Research: To engage in research directed towards innovative problem solving in stewardship of our bioregion and our planet.
- Goal 5 Society: To work towards creating a sustainable, equitable, and nurturing society within our bioregion, recognizing our linkages in space between rural, suburban and urban life--and in time between our bioregion's past, current and future generations. We seek to foster egalitarian modes of organization to achieve our goals, promoting community among our members.

A brief [history of CHEARS is provided at this link](#). In 2026 CHEARS has 9 projects. Each of these projects is described in more detail in their associated project web pages. The links to the pages are here: 1) [Three Sisters Demonstration Gardens and Food Forest](#); 2) [CHEARS Earth Squad](#); 3) [Flows](#); 4) [Greenbelt Green Man Festival](#); 5) [Chesapeake Intergenerational Open Seed Quest \(CHIO-SQ\)](#); 6) [Chesapeake Climate Countdown Citizen Science \(CCCCS\)](#); 7) [PASA Alley Cropping Demonstration at Many Streams Farm](#); 8) [the Great Food Transition GFT project](#) and 9) [International Analog Forestry Network Partnership Courses & CHEARS/IAFN Internship Program](#)

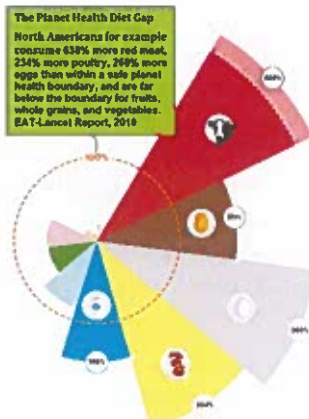
## 2. Project information.

**a. Description.** At your option, feel free to elaborate on the project description you provided on page 1. If you don't need to elaborate, please answer "N/A". The answer is "NA"

**b. Impact and Opportunity for Greenbelt Residents.** We believe that there is a critical time-sensitive need in Greenbelt and in the wider community for the Great Food Transition (GFT) project and we do not think it is readily available elsewhere in the community. CHEARS's decision to initiate the project is science-based and related to our mission to help support the health of all life in the Chesapeake Watershed and beyond. A 2019 [Proceedings of the National Academy of Science \(PNAS\) report](#) begins by noting, "Dietary choices are a leading global cause of mortality and environmental degradation and threaten the attainability of the UN's Sustainable Development Goals and the Paris Climate Agreement." Similarly the [EAT-Lancet Commission report](#), headed by Dr. Walter Willet of Harvard Medical school notes: "Food systems have the potential to nurture human health and support environmental sustainability, however our current trajectories threaten both." The scientific targets set out by this Commission provide guidance for the necessary shift, recommending a "Great Food Transition" with increased consumption of plant-based foods - including fruits, vegetables, nuts, seeds, and whole grains - while in many settings substantially limiting animal source food." The good news is that scientists have also concluded that it is possible to feed our Earth's expected 10 billion people by 2050 and greatly reduce our environmental impact--- and at the same time improve human health because those foods that have low environmental impact also have high health benefits.

The CHEARS GFT project was begun in 2024 is a direct response to these reports. Many Greenbelt citizens, and especially senior citizens, would like to contribute to addressing the existential threat of climate change and environmental degradation, but may not be aware of how best to do this and may feel powerless to contribute. They may be unaware that their daily dietary choices can have a substantial impact on both the environment and their own health outcomes. The [PNAS article](#) noted above describes the impact of 1 additional serving of various food groups (e.g. legumes, nuts, processed red meat, unprocessed red meat, poultry, dairy, eggs, potatoes, fish, vegetables, oils) on 6 environmental outcomes (Greenhouse Gases emitted, land use, ocean acidification, water scarcity, and stream eutrophication) and 6 health outcomes (Total Mortality, Coronary Heart Disease, Colorectal Cancer, Diabetes, and Stroke)). Those diet choices that are best for the environment are also those that result in improved health outcomes.

The [EAT-Lancet Commission 2019 report](#) found that, considering both planetary health and individual health, U.S. citizens were consuming far more animal-based products than was good for their own health and that of the planet. If everyone had consumption patterns like the U.S. it would take at least 5 Earths to sustain the population. The average U.S. diet takes 2.7 acres per person per year to support, is not sustainable. As the graphic below illustrates, the U.S. consumes 638% more red meat than the recommended Planet Health diet. Only 10% of US residents consume even the USDA recommended dietary amounts of fruit and vegetables. Our approach is one that emphasizes global food justice and involves reskilling ourselves so that we have more control over how our food is produced and its impact, not just on humans, but also on other species to whom we are intimately connected. It is not acceptable that much of our food production is hidden away and involves unspeakable cruelty to domesticated animals.



This project has four interconnected objectives and anticipated impact to address the issues noted above.

1. To empower ourselves to have the knowledge and agency to get our personal eating within planetary and individual health boundaries.
2. To provide a vehicle whereby citizens can support each other in working for climate food justice.
3. To provide examples of tasty heritage foods to increase the attractiveness of such diet choices among the population.
4. To challenge ourselves and measure our impact and potential impact of consumption of low-impact foods on the environment.

**c. Project Resources.** As noted, the project was first begun in 2024 and continued into 2025 and into the first months of 2026. Initially the project was supported in 2024 by a 12-month grant from the Greenbelt Community Foundation (GCF) followed by a 2025 12-month grant from the Chesapeake Bay Trust (CBT) that ends in February of 2026. CHEARS has matched each of these grants with equal or more than equal funds. Thus far the GFT project has consisted of: 1) Supporting volunteers from CHEARS and the partners to take the necessary State courses to meet the Safe-Serve Food Manager requirements for rental use of the Greenbelt Community Center Commercial Kitchen on a monthly basis; 2) Working with the Community Center staff to fulfill other necessary requirements, for use of the kitchen such as additional liability insurance, and the PG county safe serve certifications; 3) Holding a set of monthly educational workshops with 15 to 20 participants helping in the kitchen as applicable and eating together in the Greenbelt Community Center dining room featuring a co-learning high health and low environmental impact food workshop presentation.

In 2026, we hope to begin measuring our impact by preparing an interactive Stella Model for publishing on the CHEARS webpage with an interface modeling our impact and holding a Climate Food Justice Community Summit and Feast featuring low-impact high-health foods. Our plans for 2026-27, includes a special focus on supporting the Greenbelt Grows Initiative to foster growing and preparing additional food resources for those in need in Greenbelt.

We will also have special sessions on strategies for reducing food waste. Estimates are that as much as 40 percent of the food grown in the USA is wasted. We have also purchased a food dehydrator, and two freeze dryers under the GCF and CBT previous grants in 2024 and 2025. One freeze dryer was provided to our partner the Ujamaa Co-operative Farming Alliance, and the other is in the process of being provided for use in the Greenbelt Community Center. The grants all with matching funds from CHEARS, have enabled us to pay for the Greenbelt Kitchen rental since 2024 and provided honorariums for workshop facilitators on such topics as Acorn growing and processing, Sauer Kraut making, as well as food for life health and nutrition courses to prevent breast cancer and diabetes. We have also sponsored hands on pumpkin and sunflower seed saving workshops and re-skilling workshops on food drying

We are requesting city support to fund the rental fees for use of the kitchen over the FY2027 year. We estimate that we will hold 12 workshops in the commercial kitchen and dining room. For 8 of them the rental will be for 2 hours and for 4 of them we estimate needing 3 hours of

rental for a total of \$1540 request from the City. CHEARS will continue to pay the yearly extra liability insurance at a \$500 cost and will support with the match the anticipated honorariums at \$250 each for 6 workshops and will support the demonstration food costs at about \$90 each for 6 workshops. The other 6 workshops will be potlucks without food costs. ***The request to the City of Greenbelt is to pay the cost of renting the City's Commercial Kitchen space.*** These monthly sessions average about 15 to 20 participants per workshop. We believe that this project is unique in its combination of science-based information, hands on food and seed preparation, eating together, and educational opportunity. Each of our GCF and CBT grants have involved partners both in and out of Greenbelt. For example, each year 2 of our workshops are organized by Ujamaa Co-operative Farming Alliance. We expect that we will also do this in 2027. CHEARS is committed to have partners thinking this enriches our programs and the Greenbelt Community is better served.

***d. Comparable Achievements & Organizational Capacity.*** CHEARS is an all-volunteer organization and has a history of completion and continuance of its projects. Since 2008, we have been the sponsor of the Green Man Festival. The Three Sisters Gardens and Food Forest were first begun in 2010 and 2013. Recently with matched grant funds from the CBT, the Food Forest had to have a major replanting following flooding and the playground renovation. The Earth Squad was begun in 2015 and continues into 2026. We have overcome some obstacles to get the Great Food Transition project off the ground and are committed to its continuance into 2026-27.

***e. Financial Need.*** CHEARS is committed to the continuance of the GFT project into 2026 and at this time could "self-fund" the project from our reserves. However, it is not clear that we will have the funds to support the project beyond that time, given other commitments. Due to the changing age-related circumstances of our donors and a decline in available environmental grant funding, we need to seek other sources. We anticipate a decline in our yearly individual donations that may make continuation of any of our projects in jeopardy for the future. We are thus seeking Greenbelt public funds of \$1540 thinking about the sustainability of the GFT and other CHEARS projects needs. Most of CHEARS projects relate to environmental justice and climate change that are now cut off from most funding that involves federal sources such as the Chesapeake Bay Trust (CBT) EPA funded grants.

We have 9 projects to which we are committed and for which we must find continuation funding. For the 20 years of its existence as a 501c3, CHEARS has been supported by a few Greenbelt individuals still in the work force with some resources to donate, but who are now retiring senior citizens and one of our major donors recently died. The small grants we have been awarded have helped us greatly, but each requires a match. These have been typically under \$5000. Thus far CHEARS has matched each of the grants with donated funds. In 2025, we initiated a paid IAFN internship program and course that requires about \$20,000 per year to sustain. Faced with needs of community members, we also began a *Beloved Community* fund in our budget for which funds in 2025 were spent to help avoid eviction of a community member and to enable another student community member, a daughter of migrant farm workers, to re-enroll in a nursing program after she lost her health insurance. The amount of funds CHEARS had in our bank account in October of 2025 was \$82,000 about the same as our 2025 yearly budget, \$83,000. At least this amount is recommended for small non-profits.

CHEARS Financial Statement as of October 2025. Note 2025 is incomplete and reflects only expenses and income up to October 2025.

|  |                                                  |                             |                                 |                            |                                                                                                           |
|--|--------------------------------------------------|-----------------------------|---------------------------------|----------------------------|-----------------------------------------------------------------------------------------------------------|
|  |                                                  |                             |                                 |                            | \$48,849.46 NASA bank balance, checking + savings as of Oct 21, 2025                                      |
|  | <b>BEGINNING BALANCE</b>                         | <b>\$77,188.79</b>          | <b>\$77,188.79</b>              | <b>\$82,336.39</b>         | <b>\$82,336.39</b> NASA bank balance, checking + savings as of Jan 1, 2025                                |
|  | <b>Line Items</b>                                | <b>2024 Approved Budget</b> | <b>2024 Actuals thru Dec 31</b> | <b>2025 Revised Budget</b> | <b>2025 Actuals thru Oct 21</b>                                                                           |
|  |                                                  |                             |                                 |                            | <b>Notes for 2025 Budget and 2025 Actuals</b>                                                             |
|  | <b>INCOME</b>                                    |                             |                                 |                            |                                                                                                           |
|  | from NASA Savings account                        | 12,778.00                   | 0.00                            | 38,841.83                  | 14,026.39 \$4775 GCF match; \$8875 CBT match; \$8000 Building Beloved Community                           |
|  | Major Donors                                     | 15,000.00                   | 14,900.01                       | 14,900.01                  | 4,900.01 Maggie and Jorge                                                                                 |
|  | Unrestricted                                     | 1,000.00                    | 194.54                          | 500.00                     | 443.56 [Candey, Sires, Maggie, Hilstrom via paypal]                                                       |
|  | Restricted                                       | 9,000.00                    | 6,198.32                        | 8,000.00                   | 7,095.00 \$8900 IAFN course/course materials; GFT donations for dinner \$180                              |
|  | Donations for GreenMan Festival                  | 0.00                        | 0.00                            | 1,200.00                   | 1,200.00 Donations solicited by RavenEyes for musicians                                                   |
|  | <b>Grants</b>                                    |                             |                                 |                            |                                                                                                           |
|  | GCF: Great Food Transition (GFT)                 | 4,775.00                    | 4,775.00                        | 0.00                       | 0.00 Greenbelt Community Foundation, requires CHEARS matching funds                                       |
|  | CBT-PG-GFTL (CBT-PG-Cowsey-GFT)                  | 0.00                        | 0.00                            | 13,230.00                  | 13,230.00 IAFN, Restoration Plantings, Istong Curriculum, kitchen workshops                               |
|  | from Balance Sheet for GCAN                      | 0.00                        | 0.00                            | 0.00                       | 0.00 \$1736.69 in GCAN liability account                                                                  |
|  | from Balance Sheet for CHESTORY                  | 0.00                        | 0.00                            | 0.00                       | 0.00 \$2480.55 Chestory liability account                                                                 |
|  | <b>Contributions and Grants Subtotal</b>         | <b>\$47,553.00</b>          | <b>\$26,867.27</b>              | <b>\$76,671.84</b>         | <b>\$48,894.94</b>                                                                                        |
|  | <b>Projects</b>                                  |                             |                                 |                            |                                                                                                           |
|  | Purple Festival                                  | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | CHEL-Cheapeake Environmental Literacy            | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | Chestory                                         | 50.00                       | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | FLAWS - Water Quality Monitoring                 | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | Earth Squad (ES)                                 | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | GCAN                                             | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | Green Man Festival                               | 4,500.00                    | 5,415.00                        | 6,760.00                   | 6,760.00 Income from vendors and tee shirt sales; plus 2025 donation \$1200 line 9                        |
|  | HEYCO - Eco-Yards Group                          | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | Home Salons                                      | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | <b>International Analog Forcely Network IAFN</b> | <b>900.00</b>               | <b>1,350.00</b>                 | <b>100.00</b>              | <b>100.00</b> 2024, 5 Registrations \$600 for IAFN course, \$450 late registrations; 2025, 1 registration |
|  | PASA/York Farm                                   | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | Three Sisters Gardens/FF - Food Forest           | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | Seed Project/ Community Engagement               | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | Great Food Transition Project                    | 0.00                        | 0.00                            | 0.00                       | 0.00                                                                                                      |
|  | <b>Projects Subtotal</b>                         | <b>\$5,450.00</b>           | <b>\$6,765.00</b>               | <b>\$6,860.00</b>          | <b>\$6,860.00</b>                                                                                         |
|  | <b>Miscellaneous Income</b>                      |                             |                                 |                            |                                                                                                           |
|  | Bank Dividends                                   | 73.00                       | 68.75                           | 70.00                      | 48.41 Interest on NASA savings account & end of year cash back reward                                     |
|  | <b>Other Income: Campaign income</b>             |                             |                                 |                            |                                                                                                           |
|  | <b>Miscellaneous Income Subtotal</b>             | <b>\$73.00</b>              | <b>\$68.75</b>                  | <b>\$70.00</b>             | <b>\$48.41</b>                                                                                            |
|  | <b>TOTAL INCOME</b>                              | <b>\$48,878.96</b>          | <b>\$33,901.02</b>              | <b>\$83,601.84</b>         | <b>\$47,803.35</b>                                                                                        |

| EXPENSES                                      |                    |                    |                    |                    |                                                                                                                                        |
|-----------------------------------------------|--------------------|--------------------|--------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>Consultants</b>                            |                    |                    |                    |                    |                                                                                                                                        |
| Accountant - Zone Tax Service                 | 1,450.00           | 1,300.00           | 1,600.00           | 100.00             | 090-EZ, MD personal prop tax, Md update registration                                                                                   |
| IT -                                          | 500.00             | 0.00               | 500.00             | 0.00               |                                                                                                                                        |
| Legal - Peter Wolf                            | 300.00             | 0.00               | 300.00             | 0.00               |                                                                                                                                        |
| Consulting                                    | 50.00              | 0.00               | 50.00              | 0.00               |                                                                                                                                        |
| <b>Consultants Subtotal</b>                   | <b>\$2,300.00</b>  | <b>1,300.00</b>    | <b>2,450.00</b>    | <b>100.00</b>      |                                                                                                                                        |
| <b>Administration</b>                         |                    |                    |                    |                    |                                                                                                                                        |
| Vendor fee for GreenMan                       | 40.00              | 40.00              | 50.00              | 50.00              | Reimbursement for GreenMan Festival vendor fee                                                                                         |
| Insurance                                     | 1,700.00           | 2,167.00           | 2,905.00           | 2,905.00           | Insurance including York Farm workshops & Greenbelt Kitchen (\$440)                                                                    |
| Board of Stewards                             | 200.00             | 0.00               | 200.00             | 0.00               |                                                                                                                                        |
| Office Supplies / P.O. box                    | 250.00             | 222.00             | 324.30             | 324.30             | PO box rental \$234+25 late fee; additional checks order \$66.30                                                                       |
| Technology (web hosting)                      | 282.00             | 161.99             | 358.00             | 0.00               | HostPage 2024 budget \$120+ \$162 annual storage; 2025 \$358 / 3 yrs                                                                   |
| Technology (Constant Contact)                 | 630.00             | 1,325.80           | 697.00             | 0.00               | \$629 in 2024; \$697 for 2025                                                                                                          |
| <b>Administration Subtotal</b>                | <b>\$3,102.00</b>  | <b>\$3,916.79</b>  | <b>\$4,534.30</b>  | <b>\$3,279.30</b>  |                                                                                                                                        |
| <b>Projects</b>                               |                    |                    |                    |                    |                                                                                                                                        |
| Building the Beloved Community                | 1,500.00           | 500.00             | 8,000.00           | 8,000.00           | 2024 Pumpkin Festival, 2025 Outstanding Greenbelt Citizen                                                                              |
| CHIEL-Chesapeake Environmental Literacy       | 0.00               | 0.00               | 0.00               | 0.00               |                                                                                                                                        |
| Chickory                                      | 0.00               | 0.00               | 0.00               | 0.00               |                                                                                                                                        |
| FLAWS - Water Quality Monitoring              | 1,000.00           | 1,000.00           | 1,000.00           | 0.00               | Support Gaspar's teaching activities w/ Mayan kids in Guatemala                                                                        |
| Earth Squad (ES)                              | 3,000.00           | 3,035.00           | 3,250.00           | 2,730.00           | \$45/wk 50 weeks + \$20; \$750 summer camp Greenbelt Rec program                                                                       |
| OCAN                                          | 0.00               | 0.00               | 0.00               | 0.00               |                                                                                                                                        |
| Green Man Festival                            | 6,500.00           | 6,572.39           | 8,479.02           | 8,479.02           | contracts for musicians, sound, security, publicity, etc.                                                                              |
| HEYCO - Eco-Yards Co-op                       | 8,900.00           | 5,990.00           | 0.00               | 0.00               |                                                                                                                                        |
| Home Salons                                   | 800.00             | 0.00               | 800.00             | 300.00             | 2025: 4 salons / equinox parties @ \$200 each                                                                                          |
| International Analog Forestry Network IAFN    | 3,000.00           | 0.00               | 19,500.00          | 14,729.00          | 2025 CHEARS stipends \$1500 for 13 interns                                                                                             |
| Three Sisters Garden/FF - Food Forest         | 1,800.00           | 455.99             | 3,000.00           | 1,194.46           | \$800, \$1000 garden budgeted 2024, 2025. Ctr = \$32, \$250 (workshop); Schram = \$23, \$198 (seeds); SH/Lake = \$400, \$680 (compost) |
| Major maintenance for project infrastructure  | 1,000.00           | 0.00               | 1,000.00           | 0.00               | Rainy-day fund                                                                                                                         |
| Seed project/Community Engagement/CCCS        | 1,000.00           | 0.00               | 0.00               | 0.00               | Seeds & seedlings are budgeted in 2025 CBT grant                                                                                       |
| GFT Great Food Transition Project - GCF grant | 13,050.00          | 4,816.48           | 8,233.52           | 2,484.30           | GCF grant ended April 2025; Greenbelt kitchen landing continued by CBT                                                                 |
| CBT-PG-GFT2 @ CBT-PGCommunity-GFT project     | 0.00               | 0.00               | 23,305.00          | 6,487.29           | IAFN (\$5000); Restoration Plantings, Isihang Curriculum, Kitchen workshops                                                            |
| <b>Projects Subtotal</b>                      | <b>\$41,550.00</b> | <b>\$22,379.86</b> | <b>\$76,467.54</b> | <b>\$44,666.67</b> |                                                                                                                                        |
| <b>Miscellaneous Expenses</b>                 |                    |                    |                    |                    |                                                                                                                                        |
| Bank Service Charge                           | 126.00             | 121.62             | 150.00             | 20.00              | Bank fee lost check; HostPage; int'l wire transfer fees (FLOW&IAFN)                                                                    |
| <b>Misc. Subtotal</b>                         | <b>\$126.00</b>    | <b>\$121.62</b>    | <b>\$150.00</b>    | <b>\$20.00</b>     |                                                                                                                                        |
| <b>TOTAL EXPENSES</b>                         | <b>\$47,878.00</b> | <b>\$27,618.27</b> | <b>\$83,681.84</b> | <b>\$47,883.37</b> |                                                                                                                                        |
| <b>NET INCOME</b>                             | <b>\$1,000.00</b>  | <b>\$5,383.35</b>  | <b>\$0.00</b>      | <b>\$0.00</b>      |                                                                                                                                        |

The following Volunteers work on the GFT project.

**Geraldine Adams.** Geraldine Adams is a nurse and a Food for Life Certified Instructor. Over the past 2 years she has offered several series of hands-on courses fostering high-health diets with a special focus on cancer prevention. Geraldine is the Coordinator of the Great Food Transition (GFT) Project. She has completed all the Save Serve State and County certification requirements to serve as the Kitchen Manager for the GFT project workshops in the Commercial kitchen. She leads the planning of the monthly GFT programs. She is committed to this project and brings her considerable food and health experience as well as help in measuring health outcomes of the project.

**Maggie Cahalan:** Maggie Cahalan is a member of the CHEARS Board of Stewards and is the co- coordinator of the Three Sisters Demonstration Gardens and Food Forest project. She works with Geraldine to plan and coordinate the monthly GFT workshops. She is the lead on the CHEARS seed saving projects. She has a passionate interest in fostering Organic Land Care and is accredited under the Northeast Organic Farming Association (NOFA) as an Organic Land Care Professional. She has also completed 3 Permaculture Design Certificate Courses. In her employment at the Council for Opportunity in Education (COE) she served as Principal Investigator (PI) on an NSF research project to develop and measure the efficacy of a hands-on curriculum for high school students on systems thinking and Solutions to Climate Change. The project is called iStronG and the curriculum can be accessed [here](#). As a volunteer Maggie helps co-ordinate the work of developing and facilitating the GFT food workshops. She holds a PhD in Sociology from the University of Illinois in Urbana-Champaign.

**Carolyn Lambright-Davis:** Carolyn Lambright Davis is the Convener of the CHEARS Board of Stewards and the Coordinator of the CHEARS Earth Squad project. Carolyn has over 30 years' experience as a life skills teacher having worked with the Prince George's County School System. Carolyn is known throughout Greenbelt for her strong commitment to youth and her unique ability to bring out the best in the children and the adults with whom she works. Carolyn founded the Earth Squad in 2015 and has been actively involved in developing a strong program that combines academic tutoring and homework help, with a strong environmental and character-building hands-on service-learning program in the Three Sisters Gardens and Food Forest. Carolyn is a NOFA accredited organic land care professional.

**Bob Cahalan:** Bob Cahalan is the Co-Convener of the CHEARS Board of Stewards, and the Project Co-ordinator of the CHEARS Flows Project. Bob has volunteered with the Earth Squad in co-learning about the ancient and current Mayan groups in Guatemala. Bob is helping to establish contacts between the Earth Squad and children in **Guatemala**. Bob is currently retired from NASA Goddard Space Flight Center, where for 10 years he served as the Chief of the Climate and Radiation Laboratory. Bob is an expert on the impact of climate change and will lead the Stella modeling task to tabulate the outcome of diet shifts on CO2 reduction. Bob holds a PhD in physics from the University of Illinois at Urbana-Champaign.



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 FY27 are due by  
**4:30pm on Monday, February 2, 2026**

Email your completed application to the Recreation Department's  
Administrative Coordinator, [cpracht@greenbeltmd.gov](mailto: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.

**Formatting note: where a text box is provided, your full answer must be visible, without scrolling, in the space provided. Minimum font size required: 11pt text.**

**1. Organization:**

Name Greenbelt Farmers Market

Mailing address (not a City facility): [REDACTED]

Year of founding: 2008 Website: greenbeltfarmersmarket.org

Social media: Facebook @GreenbeltFarmersMarket; Instagram: @greenbelt.farmersmarket

Please check one: ☐ new application/ ☒ application for renewal of status

Please check one: ☒ 501(c)3 organization/ ☐ have applied/ ☐ have not applied

**2. Contact person:**

Name Scott Fifield Position President

Telephone [REDACTED]

E-mail [REDACTED]

**3. What is the mission of this organization? Whom do you serve?**

We bring fresh local produce to the residents of Greenbelt in a convivial setting accepting only vendors that produce their own goods.

**4. 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.

Sunday weekly market from May through November. 10 am to 2 pm with the exception of Labor Day, plus a holiday market in December timed to coincide with the Arts and Crafts event in the Festival of Lights (Sparkle Mart)

**5. Leaders (unpaid).** 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) |
|---------------|----------------|-----------------------------|
| Scott Fifield | President      | Yes                         |
| Rosie Weaver  | Vice President | Yes                         |
| Amber Massey  | Board          | Yes                         |
| Val Lynch     | Secretary      | Yes                         |
| Brian Stauber | Outgoing Board | Yes                         |
| David Benack  | Outgoing Board | Yes                         |
| Alex Barnes   | Treasurer      | Yes                         |
|               |                |                             |

**6. Paid personnel.** Please list paid positions with your organization and indicate whether each role is a staff or contractor role. If your organization has no paid personnel, check here: \_\_\_\_\_. If you have several individuals serving in a similar role (for example, instructors, bands, coaches, etc), you may leave the "Name" column blank and indicate in the "role" column that you are referring to multiple individuals. Example: "coaches (4)".

| Name        | Role           | Indicate staff or contractor |
|-------------|----------------|------------------------------|
| Julie Clare | Market Manager | Contractor                   |
|             |                |                              |
|             |                |                              |
|             |                |                              |
|             |                |                              |
|             |                |                              |
|             |                |                              |
|             |                |                              |

**7. How many people do you anticipate will have volunteered this year to help run your organization and implement your sponsored activities?** Do not include leaders listed above.

Total number of **VOLUNTEERS**: 35 / % Greenbelt residents 90  
 % ages 12 and under \_\_\_\_ / % 13-17 yrs. \_\_\_\_ / % 18-59 yrs. 50 / % 60+ yrs. 50

Briefly describe the service that these volunteers provide.

Assist in setup/takedown, information booth, SNAP distribution

**8. How many people do you anticipate will have actively participated in your organization's primary 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 leaders, paid personnel, volunteers, or spectators.

Total number of **ACTIVE PARTICIPANTS**: 50 / % Greenbelt residents 20  
 % ages 12 and under \_\_\_\_ / % 13-17 yrs. \_\_\_\_ / % 18-59 yrs. 90 / % 60+ yrs. 10

Briefly explain whom you have included in these figures.

Vendors, musicians, performing artists

9. How many additional people do you anticipate will have participated in your organization's primary activities this year as audience members and spectators (if applicable)? Please do not include leaders, paid personnel, volunteers or active participants.

Total number of **SPECTATORS**: 2000 / % Greenbelt residents 80  
% ages 12 and under 5 / % 13-17 yrs. 5 / % 18-59 yrs. 55 / % 60+ yrs. 35

Briefly explain whom you have included in these figures.

Market Customers and visitors

10. **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.

Setting up and taking down parking barrels and no parking signs  
Use of electricity from parking lot electrical poles  
Installation of street banners by public works  
Storage Shed  
Meeting space in the Community Center

## 11. Background checks

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 adopted by the city (see below). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at [aphelan@greenbeltmd.gov](mailto: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: Greenbelt Farmers Market

Greenbelt Farmers Market

President

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.

**Background Screening is an ongoing process and is subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.**

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## 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 \_\_\_\_\_ Date \_\_\_\_\_

Role within the organization President

**Space for additional Information (as needed)**



**CITY OF GREENBELT, RECOGNITION GROUP PROGRAM**  
**OPERATING GRANT APPLICATION**  
**Fiscal Year 2027**

**FORMATTING NOTE:** Where a text box is provided, your full answer must be visible without scrolling.  
Minimum font size: 11pt.

**A. GENERAL INFORMATION, ELIGIBILITY, AND SUMMARY OF REQUEST**

1. Name of organization: Greenbelt Boys and Girls Club
2. Year of founding: \_\_\_\_\_ 3. Website: www.greenbeltgbc.org
4. Social media: \_\_\_\_\_
5. Federal tax ID # (if applicable): \_\_\_\_\_ 6. Fiscal year dates: 26/27
7. Contact person: Name Orin Howard Position President  
Telephone: \_\_\_\_\_ E-mail orinhoward@gmail.com
8. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):  
\_\_\_\_\_  
\_\_\_\_\_
9. Please indicate the amount of your grant request here 11,000 and describe the intended use of these funds below. Please be as specific as possible.

City Funds will be used to:

- Provide scholarships for families in need
- Support volunteer and coach training
- Improve sports equipment safety and replacement
- Cover facility rentals and league fees
- Offset administrative and compliance costs
- Pilot new sports programming (e.g., kickball, lacrosse, golf)
- Replace uniforms on a scheduled rotation cycle

10. **In-kind City support.** What non-financial assistance does the organization anticipate requesting from the City of Greenbelt during the period of support? All requests will be addressed on a case-by-case basis.

During the FY27 period of support, the Greenbelt Boys and Girls Club anticipates requesting in-kind support in the form of City facility use, including access to gymnasiums, athletic fields, and meeting spaces for practices, games, and program-related activities. The organization may also request limited logistical support related to scheduling, coordination, and equipment storage as needed.

These in-kind resources are essential to keeping participation costs low for Greenbelt families and ensuring that programming remains accessible, safe, and well-organized. All requests will be made in coordination with the City of Greenbelt Recreation Department and addressed on a case-by-case basis.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM  
**OPERATING GRANT**  
**APPLICATION INSTRUCTIONS**

**Fiscal Year 2027**

Updated November 2025

**Period of Support: July 1, 2026 – June 30, 2027**

**Applications and supporting documents are due by 4:30pm on Monday, February 2, 2026.**

**Submit all materials in a single email to [cpracht@greenbeltmd.gov](mailto:cpracht@greenbeltmd.gov).**

**For assistance:**

contact the Recreation Department's Administrative Coordinator  
at 301-397-2200 or [cpracht@greenbeltmd.gov](mailto: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 and Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 20% of your score will be based on how effectively you engage and serve Greenbelt residents. 60% of your score will be based on: the alignment of your organization's mission with the goals and requirements of the Recognition Group program; the feasibility of your proposed programs during the period of support; and the impact of your organization's programs among participants, spectators/audience members, and the community at large. 20% of your score will be based on an assessment of your organization's *need* for the funds being requested, and an assessment of *value* (the reasonableness of your request-per-resident ratio).
- 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. Throughout this application, data will need to be presented in alignment with the City's fiscal years, which run from July 1 to June 30.** This standard applies even if the fiscal year dates for your organization are different, in order to reflect the full period of support for Recognition Group grants.
- 5. 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.

**11. City of Greenbelt funding status.** Check all that apply: the applicant organization is a Council-approved Greenbelt Recognition Group that received City funding – through the Recognition Group program or otherwise – in the following City of Greenbelt fiscal years:

  X   FY24

  X   FY25

  X   FY26

If your organization did not receive City funding in any of these three fiscal years, or if your organization does not hold current Recognition Group status, the organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

**12. 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

  X   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:

\_\_\_\_\_

If none of the above apply, your organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

*Note: the primary purpose of this requirement is to ensure that organizations are positioned to apply for other grant opportunities and/or to raise funds through tax-deductible contributions, diversifying your revenue streams, reducing costs for Greenbelt taxpayers, and helping to ensure your organization's long-term sustainability. Applicant organizations are encouraged to demonstrate in their financials that they have actively pursued such opportunities as available.*

**13. Reimbursements.** 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 above for which funding was sought and approved.

The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement. Checks will be payable to the organization itself and mailed to the address above.

Name: Orin Howard Title: President

Name: Louis Saint-Felix Title: Treasurer

**B. PERSONNEL**

1. **Leadership (Board of Directors or equivalent).** Who are the leaders of your organization? Indicate whether individuals are Greenbelt residents. If any of these individuals are paid for their work in any capacity with your organization, also indicate "staff" (W2 employees) or "contractor".

| Name              | Greenbelt resident (yes/no) | Title or role | Indicate all that apply: board, staff, contractor, volunteer |
|-------------------|-----------------------------|---------------|--------------------------------------------------------------|
| Orin Howard       | Yes                         | President     | Board                                                        |
| Chelsea Jones     | Yes                         | Board         | Board                                                        |
| Tonya Thomas      | No                          | Board         | Board                                                        |
| James Jones       | Yes                         | Board         | Board                                                        |
| Louis Saint-Felix | Yes                         | Treasurer     | Board                                                        |
| Anitra Byers      | Yes                         | Board         | Board                                                        |
| David Rodriquez   | No                          | Board         | Athletic D.                                                  |
| Tatjana Rodriquez | No                          | Board         | Board                                                        |
|                   |                             |               |                                                              |
|                   |                             |               |                                                              |

If any of the above leaders are City of Greenbelt employees, please give their name, department and job title here. You may also use this space to list additional leaders as needed.

N/A

2. **Paid personnel.** As applicable, please identify up to 10 individuals who have played the most significant roles in your organization's operations during the past year in a paid capacity. Indicate whether individuals are Greenbelt residents. As applicable, indicate "staff" (W2 employees) or "contractor", and whether the individuals are short-term/temporary workers or year-round personnel. If your organization has no paid personnel, check here: X.

| Name | Greenbelt resident (yes/no) | Title or role | Indicate all that apply: staff, contractor, short-term, year-round |
|------|-----------------------------|---------------|--------------------------------------------------------------------|
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
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|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |

3. **Volunteers.** Please provide information below for the period of: July 1, 2025 – June 30, 2026 (the City of Greenbelt's most recently completed fiscal year.) Do not include individuals listed above who volunteer in a leadership role. If your organization is in its first year of operations, please check here      and provide estimates for the period of: July 1, 2026 – June 30, 2027.

Number of **VOLUNTEERS:** 130 / % Greenbelt residents 80 Total equals 105%  
 % ages 12 and under 0 / % 13-17 yrs. 25 / % 18-59 yrs. 65 / % 60+ yrs. 15

Briefly describe your volunteers' roles and contributions.

Volunteers are the backbone of the Greenbelt Boys and Girls Club. They serve as coaches, assistant coaches, team managers, board members, event volunteers, and program support staff. Volunteers help with league operations, practices, games, fundraising events, equipment management, mentorship, and administrative support. High-school volunteers also earn required community service hours while developing leadership and teamwork skills. All volunteers working directly with youth comply with City and parent-organization background check requirements.

C. **PEOPLE SERVED.** Throughout this section, provide information for the period of: July 1, 2025 – June 30, 2026. 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 for the period of: July 1, 2026 – June 30, 2027.

1. How many people actively participated in your organization's primary programming activities? 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 **ACTIVE PARTICIPANTS**: 260 / % Greenbelt residents 40  
% ages 12 and under 40 / % 13-17 yrs. 30 / % 18-59 yrs. 20 / % 60+ yrs. 10

Briefly explain whom you have included in these figures and how you calculated the total.

Active participants include registered youth athletes only participating in GBGC sports programs such as basketball, track and field, flag football, cheerleading, and other seasonal recreational sports. Totals are calculated using official registration data maintained through the club's web-based registration and Prince George's County reporting systems.

2. How many additional people participated in your organization's primary 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**: 450 / % Greenbelt residents 40  
% ages 12 and under 40 / % 13-17 yrs. 30 / % 18-59 yrs. 20 / % 60+ yrs. 10

Briefly explain whom you have included in these figures and how you calculated the total.

Spectators include parents, guardians, family members, and community supporters attending games, meets, and events throughout the season. Estimates are based on average attendance per event multiplied by the number of scheduled competitions and activities during the fiscal year.

**D. FINANCIAL INFORMATION**

1. **Budget.** 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,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|-----------------------------------|-----------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Salaries and wages             | 0                     | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| b. Consultants' fees              | accountant            | 2,000.00                                                                    | 3,000.00                                                                  | 3,000.00                                                                 |
| c. Contractual personnel          | N/A                   | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| d. Facility rental                |                       | 300.00                                                                      | 700.00                                                                    | 800.00                                                                   |
| e. Online services                | website, social media | 600.00                                                                      | 600.00                                                                    | 600.00                                                                   |
| f. Dues, memberships, league fees | dues                  | 15,000.00                                                                   | 16,000.00                                                                 | 17,000.00                                                                |
| g. Utilities                      | n/a                   | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| h. Insurance                      | club insurance        | 500.00                                                                      | 700.00                                                                    | 800.00                                                                   |
| i. Supplies and materials         | supplies              | 700.00                                                                      | 700.00                                                                    | 800.00                                                                   |
| j. Equipment purchases            | sports equipment      | 12,000.00                                                                   | 13,000.00                                                                 | 14,000.00                                                                |
| k. Equipment rental               | n/a                   | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| l. Marketing and outreach         | n/a                   | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| m. Travel and lodging             | n/a                   | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| n. Food/catering                  | homecoming            | 500.00                                                                      | 500.00                                                                    | 600.00                                                                   |
| o. Awards                         | n/a                   | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| p. Grants                         | grants                | 2,000.00                                                                    | 2,000.00                                                                  | 3,000.00                                                                 |
| q. Payment of debt                | n/a                   | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| r. Taxes                          | n/a                   | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| s. Other                          |                       |                                                                             |                                                                           |                                                                          |
| t. Other                          |                       |                                                                             |                                                                           |                                                                          |
| u. Other                          |                       |                                                                             |                                                                           |                                                                          |
| <b>Total Expenses</b>             |                       | <b>\$ 33,600.00</b>                                                         | <b>\$ 37,200.00</b>                                                       | <b>\$ 40,600.00</b>                                                      |

Explanation needed for facility rental (section 1d)  
budget increase to Variance page (Variance page not  
submitted) 7

| INCOME                                       | Description                                                                                     | Actual Totals,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|----------------------------------------------|-------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Sales of goods                            | food, snacks, socks, etc.                                                                       | 2,000.00                                                                    | 2,000.00                                                                  | 3,000.00                                                                 |
| b. Admissions                                | n/a                                                                                             | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| c. Tuition                                   | n/a                                                                                             | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| d. Fees for services rendered                | n/a                                                                                             | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| e. Membership dues, registration fees        | membership                                                                                      | 25,000.00                                                                   | 26,000.00                                                                 | 27,500.00                                                                |
| f. Corporate support                         | n/a                                                                                             | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| g. Foundation support                        | n/a                                                                                             | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| h. Individual donations                      | member donations                                                                                | 2,000.00                                                                    | 2,000.00                                                                  | 2,500.00                                                                 |
| i. Greenbelt support: ARPA                   | n/a                                                                                             | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| j. Greenbelt: Project Grant                  | n/a                                                                                             | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| k. Greenbelt: Operating Grant                |                                                                                                 | 11,000.00                                                                   | 9,000.00                                                                  | 11,000.00                                                                |
| l. Greenbelt: other Council appropriation    | n/a                                                                                             | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| m. Other grants                              |                                                                                                 |                                                                             |                                                                           |                                                                          |
| n. Other                                     |                                                                                                 |                                                                             |                                                                           |                                                                          |
| o. Other                                     |                                                                                                 |                                                                             |                                                                           |                                                                          |
| p. Other                                     |                                                                                                 |                                                                             |                                                                           |                                                                          |
| <b>Total income</b>                          |                                                                                                 | <b>\$ 40,000.00</b>                                                         | <b>\$ 39,000.00</b>                                                       | <b>\$ 44,000.00</b>                                                      |
|                                              |                                                                                                 |                                                                             |                                                                           |                                                                          |
| <b>Net profit or loss</b>                    |                                                                                                 | <b>Actual Totals</b>                                                        | <b>Budget</b>                                                             | <b>Projected</b>                                                         |
| <b>Complete this section manually</b>        |                                                                                                 | <b>City FY25</b>                                                            | <b>City FY26</b>                                                          | <b>City FY27</b>                                                         |
| <b>Profit (income in excess of expenses)</b> |                                                                                                 | <b>6,400.00</b>                                                             | <b>1,800.00</b>                                                           | <b>3,400.00</b>                                                          |
| <b>Loss (expenses in excess of income).</b>  | Amount to be made up through the organization's <b>savings</b> (counts toward your grant match) |                                                                             |                                                                           |                                                                          |
|                                              | Amount to be made up with <b>borrowed funds</b> (does not count toward your grant match)        |                                                                             |                                                                           |                                                                          |

a. **Variances.** 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, as noted in section G3, below.

b. **Matching fund requirement.** For every \$1.00 which may be awarded by the City of Greenbelt, your organization must contribute at least \$1.00 from other sources toward meeting your FY27 operating expenses. (Stated otherwise, the amount of your request cannot exceed one half of the organization's total FY27 expenses listed in your budget on page 7.)

Funds raised from most other sources count toward your required match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Your organization may also apply existing savings toward your required matching contribution. 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 during the specified period of support.

## 2. Financial Reserves

| <b>Assets</b>                    | <b>Actual as of June 30,<br/>2025 (Last City Fiscal Year)</b> | <b>Projected as of June 30,<br/>2026 (Current City Fiscal Year)</b> |
|----------------------------------|---------------------------------------------------------------|---------------------------------------------------------------------|
| a. Checking/savings accounts*    | 4,000.00                                                      | 9,000.00                                                            |
| b. Restricted operating funds ** |                                                               |                                                                     |
| c. Restricted capital funds**    |                                                               |                                                                     |
| d. Investments                   |                                                               |                                                                     |
| e. Endowment balance             |                                                               |                                                                     |
| f. Planned giving commitments    |                                                               |                                                                     |
| <b>Total Financial Reserves</b>  | <b>\$ 4,000.00</b>                                            | <b>\$ 9,000.00</b>                                                  |

\*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:

### 3. Debt

| Creditor          | Loan purpose | Actual as of<br>June 30, 2025<br>(Last City Fiscal Year) | Projected as of<br>June 30, 2026<br>(Current City Fiscal Year) |
|-------------------|--------------|----------------------------------------------------------|----------------------------------------------------------------|
| a.                |              | 0.00                                                     |                                                                |
| b.                |              |                                                          |                                                                |
| c.                |              |                                                          |                                                                |
| <b>Total Debt</b> |              | <b>\$ 0.00</b>                                           | <b>\$ 0.00</b>                                                 |

### 4. In-Kind Contributions Received Please estimate dollar values.

| IN-KIND<br>CONTRIBUTIONS                                   | Description                    | Actual Totals,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|------------------------------------------------------------|--------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Pro-bono professional services (legal, accounting, etc) | website design, marketing, etc | 0.00                                                                        | 0.00                                                                      | 2,000.00                                                                 |
| b. Other waived fees                                       |                                | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| c. Donated equipment                                       | football, and basketball       | 2,000.00                                                                    | 2,000.00                                                                  | 2,000.00                                                                 |
| d. Donated supplies and materials                          |                                | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| e. Donated travel and lodging costs                        |                                | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| f. City of Greenbelt: free facility use*                   | gyms                           | 0.00                                                                        | 0.00                                                                      | 3,000.00                                                                 |
| g. Donated space rental: other                             |                                | 0.00                                                                        | 0.00                                                                      | 0.00                                                                     |
| h. Other                                                   |                                |                                                                             |                                                                           |                                                                          |
| <b>Total In-Kind Contributions</b>                         |                                | <b>\$ 2,000.00</b>                                                          | <b>\$ 2,000.00</b>                                                        | <b>\$ 7,000.00</b>                                                       |

\* For assistance with the calculation of free facility use values, contact the Recreation staff person through whom your organization normally reserves space.

#### Explanation for In Kind Use of Space:

In Kind Greenbelt facility increase was an estimated cost associated with the utilization of City fields and gyms that would be charged for games and practices.

**5. Financial need. Please check all that apply.**

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

☒ The organization is projecting a revenue surplus for FY26.

☒ The organization is projecting a revenue surplus for FY27.

If any of the above apply to your organization, you must please explain your need for City of Greenbelt funding in the amount requested. If none of the above apply, you may still use the space below at your option to explain the organization's need for City funding in the amount requested.

The board believes that there is an increase in participation in basketball and flag football. In addition, the Track program is expected to increase their competitive events. We believe that we can see a possible surplus for the next fiscal years.

**E. NARRATIVE:** Please address all of the following questions and prompts briefly, in this order, in a narrative of up to four pages. Number your responses. Save your document as a PDF with the file name: name\_of\_organization\_narrative\_FY27

1. **Organizational overview.** What is the mission of your organization? Whom do you serve and how? Please describe your organization's ongoing programming activities, providing a clear sense of their content and scope (program types, number and frequency of activities, etc.). If your programs are seasonal, please indicate typical timing. Note any significant achievements and challenges during the past and current City fiscal years.
2. **Program impact.** Explain how your activities will benefit Greenbelt resident participants, and if applicable, the broader Greenbelt community. Consider both immediate and longer-term impacts as applicable. Does your organization provide any unique opportunities to Greenbelt residents that would not otherwise be available?
3. **Goals.** What are your organization's goals for the current and next fiscal year, and how are you working toward them? Goals may pertain to recruitment, fundraising, audience development, introduction of new services, or any other area of programs and operations.
4. **Indicators of likely success.** Reviewers of this application will be assessing the likelihood that your organization will be successful in meeting its own goals (programming, financial, operational and otherwise.) What factors should give them confidence?

## F. Background checks

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 adopted by the city (see below). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at [aphelan@greenbeltmd.gov](mailto: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: Maryland Park and Planning/PGBGC

Orin Howard

Name

President

Title/position

2/1/26

Date

(section continues below)

## **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.

**Background Screening is an ongoing process and is subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.**

G. **WHAT TO SUBMIT:** please send the following in PDF format to the address on page 1 in a single email.

1. **REQUIRED: Completed application.** Please format your file name as follows:  
name\_of\_organization\_GO\_application\_FY27.

**Budget variances  
page needed**

2. **REQUIRED: Narrative.** Please format your file name as follows:  
name\_of\_organization\_narrative\_FY27. Limit: 4 pages.

3. **REQUIRED IF APPLICABLE: Budget variances:** explanation of year-to-year income and expense variations over 50%. See section D. File name format: name\_of\_organization\_variances\_FY27.

4. **OPTIONAL: Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name\_of\_organization\_bios\_FY27.

5. **OPTIONAL: Letter(s) of support.** You may submit up to three letters attesting to the impact of your programs and the effectiveness of your organization's leaders. Each letter should be no longer than one page. Letters should please be combined in one file. File name:  
name\_of\_organization\_letters\_FY27.

H. **OPTIONAL: Additional information.** If applicable, please use this space to convey any important information not covered elsewhere in your application or attachments that should be considered in the evaluation of your request.

**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.**

I. **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 \_\_\_\_\_ **Signature needed** Date 2/1/26  
Your role within the applicant organization President

## Greenbelt Boys and Girls Club FY27 Recognition Group Operating Grant Section E – Narrative

### 1. Organizational Overview

The Greenbelt Boys and Girls Club (GBGC) has served the City of Greenbelt for over 60 years, making it one of the longest-standing youth sports organizations in Maryland. GBGC's mission is to provide quality, affordable athletic programming that promotes character development, discipline, leadership, teamwork, and healthy lifestyles for youth ages 5–18. GBGC offers seasonal and year-round sports programming including basketball, track and field, flag football, cheerleading, and other recreational activities. Programs are structured to ensure safety, inclusivity, and accessibility for Greenbelt families. The organization maintains equipment certification standards, background check compliance, and safety training for volunteers. Recent successes include increased participation in basketball programs and continued volunteer engagement. Challenges, such as declining interest in tackle football consistent with countywide trends, have prompted GBGC to explore additional sports options to meet evolving community interests. These programs directly support the City of Greenbelt's goals of promoting youth development, equitable access to recreation, community engagement, and healthy lifestyles for residents.

### 2. Program Impact

GBGC programs provide immediate and long-term benefits to Greenbelt residents. Youth participants gain structured physical activity, mentorship, positive peer engagement, and leadership development. Participation helps improve confidence, teamwork skills, accountability, and overall well-being. Long-term impacts include participants advancing to high school, collegiate, and professional athletics, as well as returning to the organization as volunteers and mentors. Families benefit from affordable programming and scholarship opportunities that reduce financial barriers. The broader Greenbelt community benefits through increased volunteerism, community engagement, and economic activity generated by games and events. GBGC helps foster a healthier, more connected, and youth-centered community. Without GBGC programming, many Greenbelt youth would have limited access to affordable, structured athletic and mentorship opportunities, particularly families with financial constraints.

### 3. Goals

GBGC's goals for the current and upcoming fiscal year include sustaining core programs such as basketball, track and field, and flag football; piloting additional sports such as kickball and golf; strengthening volunteer recruitment and training; enhancing safety through CPR/AED certification and equipment upgrades; and expanding partnerships with local schools, businesses, and community organizations. These goals support organizational sustainability while responding to community needs and maintaining high-quality programming.

### 4. Indicators of Likely Success

GBGC's long history of service, stable leadership, strong volunteer base, and demonstrated financial stewardship provide confidence in its ability to achieve stated goals. The organization has consistently matched and exceeded City funding requirements and adapted programming in response to participation trends. Established governance practices, safety protocols, and community partnerships further support organizational effectiveness and successful implementation of FY27 programs. GBGC's consistent ability to meet City grant matching requirements, sustain volunteer leadership, and adapt programming trends provides strong evidence of success during the FY27 period of support.



## Explanation Section

1. Question Three needs to change the percentage of 18-59 from 65 to 60 match 100%
2. Question 1D under facility rental is a cost that had increased based on the increased number of basketball teams and practice time requests.
3. FY26's profit decrease correlates with the decrease in funds provided by the City.
4. In Kind Greenbelt facility increase was an estimated cost associated with the utilization of City fields and gyms that would be charged for games and practices.
5. The board believes that there is an increase in participation in basketball and flag football. In addition, the Track program is expected to increase their competitive events. We believe that we can see a possible surplus for the next fiscal years.



CITY OF GREENBELT, RECOGNITION GROUP PROGRAM  
**OPERATING GRANT APPLICATION**  
Fiscal Year 2027

**FORMATTING NOTE:** Where a text box is provided, your full answer must be visible without scrolling.  
Minimum font size: 11pt.

**A. GENERAL INFORMATION, ELIGIBILITY, AND SUMMARY OF REQUEST**

1. Name of organization: Greenbelt Youth Baseball Little League (GYBLL)
2. Year of founding: 1951 3. Website: www.gyblittleleague.org
4. Social media: Facebook page
5. Federal tax ID # (if applicable): \_\_\_\_\_ 6. Fiscal year dates: 1951-2027
7. Contact person: Name Patrick Keaton Position Treasurer  
Telephone \_\_\_\_\_ E-mail [REDACTED]
8. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):  
\_\_\_\_\_  
\_\_\_\_\_
9. Please indicate the amount of your grant request here 10,500 and describe the intended use of these funds below. Please be as specific as possible.

Any grant funds we receive will go toward ongoing operational expenses, including: umpires, insurance, uniforms, web site charges, and replacement baseball equipment, such as bats, balls, helmets, and safety gear. The requested additional \$500 will be go towards the Pepco bill for one of the light poles that is tied to our account at McDonald field.

10. **In-kind City support.** What non-financial assistance does the organization anticipate requesting from the City of Greenbelt during the period of support? All requests will be addressed on a case-by-case basis.

Greenbelt Youth Baseball Little League works closely with the Greenbelt Recreational Department to allow us to use the various baseball fields in the city. The use of these fields are critical in the mission of the league.  
In addition, our organization may request the use of various meeting spaces inside the Community Center or Youth Center.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM  
**OPERATING GRANT**  
**APPLICATION INSTRUCTIONS**  
**Fiscal Year 2027**  
Updated November 2025

**Period of Support: July 1, 2026 – June 30, 2027**

**Applications and supporting documents are due by 4:30pm on Monday, February 2, 2026.**  
Submit all materials in a single email to [cpracht@greenbeltmd.gov](mailto:cpracht@greenbeltmd.gov).

**For assistance:**  
contact the Recreation Department's Administrative Coordinator  
at 301-397-2200 or [cpracht@greenbeltmd.gov](mailto: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 and Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 20% of your score will be based on how effectively you engage and serve Greenbelt residents. 60% of your score will be based on: the alignment of your organization's mission with the goals and requirements of the Recognition Group program; the feasibility of your proposed programs during the period of support; and the impact of your organization's programs among participants, spectators/audience members, and the community at large. 20% of your score will be based on an assessment of your organization's *need* for the funds being requested, and an assessment of *value* (the reasonableness of your request-per-resident ratio).
- 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. Throughout this application, data will need to be presented in alignment with the City's fiscal years, which run from July 1 to June 30.** This standard applies even if the fiscal year dates for your organization are different, in order to reflect the full period of support for Recognition Group grants.
- 5. 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.

**11. City of Greenbelt funding status.** Check all that apply: the applicant organization is a Council-approved Greenbelt Recognition Group that received City funding – through the Recognition Group program or otherwise – in the following City of Greenbelt fiscal years:

  X   FY24

  X   FY25

  X   FY26

If your organization did not receive City funding in any of these three fiscal years, or if your organization does not hold current Recognition Group status, the organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

**12. Non-profit status. Please check all that apply.** 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

       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:

\_\_\_\_\_

If none of the above apply, your organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

*Note: the primary purpose of this requirement is to ensure that organizations are positioned to apply for other grant opportunities and/or to raise funds through tax-deductible contributions, diversifying your revenue streams, reducing costs for Greenbelt taxpayers, and helping to ensure your organization's long-term sustainability. Applicant organizations are encouraged to demonstrate in their financials that they have actively pursued such opportunities as available.*

**13. Reimbursements.** 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 above for which funding was sought and approved.

The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement. Checks will be payable to the organization itself and mailed to the address above.

Name: Patrick Keaton Title: Treasurer

Name: Craig Hebert Title: League Coordinator

**B. PERSONNEL**

1. **Leadership (Board of Directors or equivalent).** Who are the leaders of your organization? Indicate whether individuals are Greenbelt residents. If any of these individuals are paid for their work in any capacity with your organization, also indicate "staff" (W2 employees) or "contractor".

| Name               | Greenbelt resident (yes/no) | Title or role        | Indicate all that apply: board, staff, contractor, volunteer |
|--------------------|-----------------------------|----------------------|--------------------------------------------------------------|
| Richard Williamson | No                          | President            | Board                                                        |
| Katrina Seibert    | No                          | Vice President       | Board                                                        |
| Patrick Keaton     | Yes                         | Treasurer            | Board                                                        |
| Craig Hebert       | Yes                         | League Coordinator   | Board                                                        |
| Troy White         | Yes                         | Board Member         | Board                                                        |
| John Tucker        | No                          | Player Agent         | Board                                                        |
| Jasper Collier     | No                          | Umpire-in-chief      | Board                                                        |
| Andrea Lopez       | No                          | Safety Coordinator   | Board                                                        |
| Jake Lappi         | No                          | Coaching Coordinator | Board                                                        |
| Ben Friedman       | Yes                         | Information Officer  | Board                                                        |

If any of the above leaders are City of Greenbelt employees, please give their name, department and job title here. You may also use this space to list additional leaders as needed.

None

2. **Paid personnel.** As applicable, please identify up to 10 individuals who have played the most significant roles in your organization's operations during the past year in a paid capacity. Indicate whether individuals are Greenbelt residents. As applicable, indicate "staff" (W2 employees) or "contractor", and whether the individuals are short-term/temporary workers or year-round personnel. If your organization has no paid personnel, check here: \_\_\_\_\_.

| Name            | Greenbelt resident (yes/no) | Title or role   | Indicate all that apply: staff, contractor, short-term, year-round |
|-----------------|-----------------------------|-----------------|--------------------------------------------------------------------|
| Various Umpires | Varies                      | Umpire at games | Contractor                                                         |
|                 |                             |                 |                                                                    |
|                 |                             |                 |                                                                    |
|                 |                             |                 |                                                                    |
|                 |                             |                 |                                                                    |
|                 |                             |                 |                                                                    |
|                 |                             |                 |                                                                    |
|                 |                             |                 |                                                                    |
|                 |                             |                 |                                                                    |
|                 |                             |                 |                                                                    |

3. **Volunteers.** Please provide information below for the period of: July 1, 2025 – June 30, 2026 (the City of Greenbelt's most recently completed fiscal year.) Do not include individuals listed above who volunteer in a leadership role. If your organization is in its first year of operations, please check here \_\_\_\_\_ and provide estimates for the period of: July 1, 2026 – June 30, 2027.

Number of **VOLUNTEERS:** 140 / % Greenbelt residents 40  
 % ages 12 and under 0 / % 13-17 yrs. 0 / % 18-59 yrs. 98 / % 60+ yrs. 2

Briefly describe your volunteers' roles and contributions.

GYBILL utilizes volunteers for various roles. Each of the managers and coaches are all volunteers. Fundraising is done through volunteers. In the 2025 season, each family were required to volunteer to help the team or league in various ways, from helping out coaches at practices, helping run bingo, providing snacks for the players, and other various ways. In the 2026 season, we expect to continue this practice.

C. **PEOPLE SERVED.** Throughout this section, provide information for the period of: July 1, 2025 – June 30, 2026. 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 for the period of: July 1, 2026 – June 30, 2027.

1. **How many people actively participated in your organization's primary programming activities?** 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 **ACTIVE PARTICIPANTS**: 300 / % Greenbelt residents 30  
% ages 12 and under 90 / % 13-17 yrs. 10 / % 18-59 yrs. 0 / % 60+ yrs. 0

Briefly explain whom you have included in these figures and how you calculated the total.

These numbers are based on registration totals for both the Spring 2025 and Fall 2025 season, which provide an estimate for the Spring 2026 and Fall 2026 season. These counts only include the players who participate in the program.

2. **How many additional people participated in your organization's primary 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**: 180 / % Greenbelt residents 30  
% ages 12 and under 20 / % 13-17 yrs. 30 / % 18-59 yrs. 40 / % 60+ yrs. 10

Briefly explain whom you have included in these figures and how you calculated the total.

These numbers are based on the registration totals from the 2025 season. These are estimates of the number of parents and other family members that attended the various games.

**D. FINANCIAL INFORMATION**

1. **Budget.** 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,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|-----------------------------------|----------------------------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Salaries and wages             | None                                               |                                                                             |                                                                           |                                                                          |
| b. Consultants' fees              | None                                               |                                                                             |                                                                           |                                                                          |
| c. Contractual personnel          | Umpires                                            | 3,650.00                                                                    | 3,200.00                                                                  | 3,200.00                                                                 |
| d. Facility rental                | Community Center Gym                               | 0.00                                                                        | 90.00                                                                     | 90.00                                                                    |
| e. Online services                | Zoom                                               | 180.00                                                                      | 180.00                                                                    | 180.00                                                                   |
| f. Dues, memberships, league fees | None                                               |                                                                             |                                                                           |                                                                          |
| g. Utilities                      | Pepco                                              | 1,125.00                                                                    | 1,150.00                                                                  | 1,175.00                                                                 |
| h. Insurance                      | Little League and Fall Ball Insurance              | 2,800.00                                                                    | 2,900.00                                                                  | 3,000.00                                                                 |
| i. Supplies and materials         | Bingo Supplies, tournament supplies, etc           | 4,350.00                                                                    | 4,450.00                                                                  | 3,250.00                                                                 |
| j. Equipment purchases            | Bats, balls, safety gear, equipment for teams, etc | 22,750.00                                                                   | 27,000.00                                                                 | 23,500.00                                                                |
| k. Equipment rental               | None                                               |                                                                             |                                                                           |                                                                          |
| l. Marketing and outreach         | Ads, signage                                       | 200.00                                                                      | 200.00                                                                    | 150.00                                                                   |
| m. Travel and lodging             | None                                               |                                                                             |                                                                           |                                                                          |
| n. Food/catering                  | None                                               |                                                                             |                                                                           |                                                                          |
| o. Awards                         | End of the year celebrations                       | 2,250.00                                                                    | 2,300.00                                                                  | 2,350.00                                                                 |
| p. Grants                         | None                                               |                                                                             |                                                                           |                                                                          |
| q. Payment of debt                | None                                               |                                                                             |                                                                           |                                                                          |
| r. Taxes                          | None                                               |                                                                             |                                                                           |                                                                          |
| s. Other                          | Administrative (PO Box, website fees, etc)         | 240.00                                                                      | 250.00                                                                    | 260.00                                                                   |
| t. Other                          | Tournament fees                                    | 820.00                                                                      | 850.00                                                                    | 900.00                                                                   |
| u. Other                          | Field Permits - PGC Parks Rec                      | 1,760.00                                                                    | 1,300.00                                                                  | 1,350.00                                                                 |
| <b>Total Expenses</b>             |                                                    | <b>\$ 40,125.00</b>                                                         | <b>\$ 43,870.00</b>                                                       | <b>\$ 39,405.00</b>                                                      |

| <b>INCOME</b>                                                | <b>Description</b>                                                                              | <b>Actual Totals,<br/>Last City<br/>Fiscal Year<br/>July 1, 2024<br/>June 30, 2025</b> | <b>Budget,<br/>Current City<br/>Fiscal Year<br/>July 1, 2025 –<br/>June 30, 2026</b> | <b>Proposed,<br/>Next City<br/>Fiscal Year<br/>July 1, 2026 –<br/>June 30, 2027</b> |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| a. Sales of goods                                            | Bingo, Snack Sales                                                                              | 8,600.00                                                                               | 8,650.00                                                                             | 5,200.00                                                                            |
| b. Admissions                                                | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| c. Tuition                                                   | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| d. Fees for services rendered                                | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| e. Membership dues, registration fees                        | Registration                                                                                    | 24,000.00                                                                              | 24,500.00                                                                            | 25,000.00                                                                           |
| f. Corporate support                                         | Sponsors                                                                                        | 500.00                                                                                 | 1,200.00                                                                             | 2,000.00                                                                            |
| g. Foundation support                                        | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| h. Individual donations                                      | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| i. Greenbelt support: ARPA                                   | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| j. Greenbelt: Project Grant                                  | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| k. Greenbelt: Operating Grant                                | Operating Grant                                                                                 | 10,500.00                                                                              | 8,400.00                                                                             | 10,500.00                                                                           |
| l. Greenbelt: other Council appropriation                    | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| m. Other grants                                              | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| n. Other                                                     | Fundraisers                                                                                     | 1,100.00                                                                               | 1,500.00                                                                             | 1,600.00                                                                            |
| o. Other                                                     | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| p. Other                                                     | None                                                                                            |                                                                                        |                                                                                      |                                                                                     |
| <b>Total Income</b>                                          |                                                                                                 | <b>\$ 44,700.00</b>                                                                    | <b>\$ 44,250.00</b>                                                                  | <b>\$ 44,300.00</b>                                                                 |
|                                                              |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| <b>Net profit or loss<br/>Complete this section manually</b> |                                                                                                 | <b>Actual Totals<br/>City FY25</b>                                                     | <b>Budget<br/>City FY26</b>                                                          | <b>Projected<br/>City FY27</b>                                                      |
| <b>Profit (income in excess of expenses)</b>                 |                                                                                                 | <b>4,575.00</b>                                                                        | <b>380.00</b>                                                                        | <b>4,895.00</b>                                                                     |
| <b>Loss (expenses in excess of income).</b>                  | Amount to be made up through the organization's <b>savings</b> (counts toward your grant match) |                                                                                        |                                                                                      |                                                                                     |
|                                                              | Amount to be made up with <b>borrowed funds</b> (does not count toward your grant match)        |                                                                                        |                                                                                      |                                                                                     |

- a. **Variances.** 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, as noted in section G3, below.
- b. **Matching fund requirement.** For every \$1.00 which may be awarded by the City of Greenbelt, your organization must contribute at least \$1.00 from other sources toward meeting your FY27 operating expenses. (Stated otherwise, the amount of your request cannot exceed one half of the organization's total FY27 expenses listed in your budget on page 7.)

Funds raised from most other sources count toward your required match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Your organization may also apply existing savings toward your required matching contribution. 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 during the specified period of support.

## 2. Financial Reserves

| <b>Assets</b>                    | <b>Actual as of June 30,<br/>2025 (Last City Fiscal Year)</b> | <b>Projected as of June 30,<br/>2026 (Current City Fiscal Year)</b> |
|----------------------------------|---------------------------------------------------------------|---------------------------------------------------------------------|
| a. Checking/savings accounts*    | 5,625.00                                                      | 5,700.00                                                            |
| b. Restricted operating funds ** |                                                               |                                                                     |
| c. Restricted capital funds**    |                                                               |                                                                     |
| d. Investments                   |                                                               |                                                                     |
| e. Endowment balance             |                                                               |                                                                     |
| f. Planned giving commitments    |                                                               |                                                                     |
| <b>Total Financial Reserves</b>  | <b>\$ 5,625.00</b>                                            | <b>\$ 5,700.00</b>                                                  |

\*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:

### 3. Debt

| Creditor          | Loan purpose | Actual as of<br>June 30, 2025<br>(Last City Fiscal Year) | Projected as of<br>June 30, 2026<br>(Current City Fiscal Year) |
|-------------------|--------------|----------------------------------------------------------|----------------------------------------------------------------|
| a.                | NONE         | 0.00                                                     |                                                                |
| b.                |              |                                                          |                                                                |
| c.                |              |                                                          |                                                                |
| <b>Total Debt</b> |              | <b>\$ 0.00</b>                                           | <b>\$ 0.00</b>                                                 |

### 4. In-Kind Contributions Received Please estimate dollar values.

| IN-KIND<br>CONTRIBUTIONS                                   | Description                                                   | Actual Totals,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|------------------------------------------------------------|---------------------------------------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Pro-bono professional services (legal, accounting, etc) | Administrative, managerial, technical and coaching volunteers | 70,000.00                                                                   | 70,000.00                                                                 | 70,000.00                                                                |
| b. Other waived fees                                       | Field Rental Fees                                             | 10,000.00                                                                   | 10,000.00                                                                 | 10,000.00                                                                |
| c. Donated equipment                                       | None                                                          |                                                                             |                                                                           |                                                                          |
| d. Donated supplies and materials                          | None                                                          |                                                                             |                                                                           |                                                                          |
| e. Donated travel and lodging costs                        | None                                                          |                                                                             |                                                                           |                                                                          |
| f. City of Greenbelt: free facility use*                   | Meeting space                                                 | 1,000.00                                                                    | 1,000.00                                                                  | 1,000.00                                                                 |
| g. Donated space rental: other                             | None                                                          |                                                                             |                                                                           |                                                                          |
| h. Other                                                   |                                                               |                                                                             |                                                                           |                                                                          |
| <b>Total In-Kind Contributions</b>                         |                                                               | <b>\$ 81,000.00</b>                                                         | <b>\$ 81,000.00</b>                                                       | <b>\$ 81,000.00</b>                                                      |

\* For assistance with the calculation of free facility use values, contact the Recreation staff person through whom your organization normally reserves space.

**5. Financial need. Please check all that apply.**

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

☒ The organization is projecting a revenue surplus for FY26.

☒ The organization is projecting a revenue surplus for FY27.

If any of the above apply to your organization, you must please explain your need for City of Greenbelt funding in the amount requested. If none of the above apply, you may still use the space below at your option to explain the organization's need for City funding in the amount requested.

Any funds that are left over from one year to another is used to improve the organization and to improve the experience for the players. We utilize the funds to provide improved equipment and better gear for the players, focusing on improving safety and availability. In addition, the additional funds are used to cover field costs for the use of other fields within Prince George's County.

**E. NARRATIVE:** Please address all of the following questions and prompts briefly, in this order, in a narrative of up to four pages. Number your responses. Save your document as a PDF with the file name: name\_of\_organization\_narrative\_FY27

1. **Organizational overview.** What is the mission of your organization? Whom do you serve and how? Please describe your organization's ongoing programming activities, providing a clear sense of their content and scope (program types, number and frequency of activities, etc.). If your programs are seasonal, please indicate typical timing. Note any significant achievements and challenges during the past and current City fiscal years.
2. **Program impact.** Explain how your activities will benefit Greenbelt resident participants, and if applicable, the broader Greenbelt community. Consider both immediate and longer-term impacts as applicable. Does your organization provide any unique opportunities to Greenbelt residents that would not otherwise be available?
3. **Goals.** What are your organization's goals for the current and next fiscal year, and how are you working toward them? Goals may pertain to recruitment, fundraising, audience development, introduction of new services, or any other area of programs and operations.
4. **Indicators of likely success.** Reviewers of this application will be assessing the likelihood that your organization will be successful in meeting its own goals (programming, financial, operational and otherwise.) What factors should give them confidence?

## **F. Background checks**

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 adopted by the city (see below). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at [aphelan@greenbeltmd.gov](mailto: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: Little League

Patrick Keaton

Name

Treasurer

Title/position

2/1/2026

Date

(section continues below)

## **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.

**Background Screening is an ongoing process and is subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.**

**PWK**

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G. **WHAT TO SUBMIT:** please send the following in PDF format to the address on page 1 in a single email.

1. **REQUIRED: Completed application.** Please format your file name as follows:  
name\_of\_organization\_GO\_application\_FY27.
2. **REQUIRED: Narrative.** Please format your file name as follows:  
name\_of\_organization\_narrative\_FY27. Limit: 4 pages.
3. **REQUIRED IF APPLICABLE: Budget variances:** explanation of year-to-year income and expense variations over 50%. See section D. File name format: name\_of\_organization\_variances\_FY27.
4. **OPTIONAL: Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name\_of\_organization\_bios\_FY27.
5. **OPTIONAL: Letter(s) of support.** You may submit up to three letters attesting to the impact of your programs and the effectiveness of your organization's leaders. Each letter should be no longer than one page. Letters should please be combined in one file. File name:  
name\_of\_organization\_letters\_FY27.

H. **OPTIONAL: Additional information.** If applicable, please use this space to convey any important information not covered elsewhere in your application or attachments that should be considered in the evaluation of your request.

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.

I. **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 Patrick Keaton Digitally signed by Patrick Keaton  
Date: 2026.02.08 13:13:31  
+05'00' Date 2/8/2026

Your role within the applicant organization Treasurer

# Greenbelt Youth Baseball Little League (GYBLL)

## Narrative FY 27

### 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. As part of the major changes for the 2026 season, the league is working on more sponsorships and fundraising activities throughout the year.

#### 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. For the 2026 season, we are working closely with parents to determine better ways to reach out to schools and other organizations.

#### 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. If the city agrees, then the league 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 FY27)

#### 8. Goals and Indicators of Success

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.

To measure success, the league uses multiple factors to determine if we will meet our goals. First, we have many returning players and families who continue to play with the league. Since our board and the many volunteer positions (such as coaches) are filled using volunteers, it is critical that the needs of everyone are met in a professional way. In addition, we have meetings with the coaches and parents each year to address their concerns and determine how we can improve. The number of players continue to increase, and we expect that to continue with the 2026 Spring season and beyond. We have confidence that our league will continue to grow and improve by listening to our parents and providing the Little League experience the youth deserve.

#### 9. City support

GYBLL is thankful for the use of the various fields in the Greenbelt area. The support from the city for these fields has been extremely helpful throughout the year. Since we play various games with teams from other leagues, the impressive status of the fields and support that the league has from the city shows others how supporting the city is to the League. We anticipate that to increase with the updates coming to Braden. With the new changes coming to Braden, the league is expecting to become one of the primary places to go to play baseball. In fact, we are planning on hosting tournaments again this year, and possibly expanding to state-level Little League tournaments in the future.

During the past fiscal year, we were approved to receive \$8,400 in support from the City of Greenbelt. For the fiscal year 2027, 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. With the update of Braden Field in spring 2026, we are looking to find ways to sell concessions throughout the year. In FY27, we do anticipate hosting a tournament again in Greenbelt, which will allow us to sell some concessions.



GYBILL 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. In At the 2025 Labor Day Festival, the league brought in approximately \$5000. 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. However, starting in 2026, the league will look to partner with another Greenbelt organization to help with the lever of effort to run the event. In doing so, the league is expected to split the costs and profit.

Due to the anticipated decrease in profit from Bingo, we are working closely with several community organizations and commercial enterprises who are sponsors. The anticipated number of sponsors and fundraising events we plan to hold will be higher in 2026 than in prior years. 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 GYBILL gear (shirts, hats, etc.) for sale through our website.



## Explanation of cost variances FY 27

### 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 (2026) 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.

#### Fundraising costs and income

For the past several years, GYBLL has managed Bingo at the Greenbelt Labor Day Festival. Starting with the 2026 Festival, GYBLL is looking to partner with another organization in Greenbelt. In doing so, both the costs and income from this event will be lowered.

To offset those costs, the league is looking to increase the use of sponsorships and other fundraisers. This cost will be shown in both the current budget and in the proposed budget.

Line F under Incomes: The increase is due to the work by Board Members to obtain various corporate sponsors for the league. I should have included it under variances as well.

#### Additional expenses due to the improvement to Braden 2

With the expected updates to Braden 2, the league is expected to have additional expenses to help prepare the field for use. This may include purchasing an additional mound or other related equipment. In addition, some equipment will be need to be purchased to support the selling of concessions at the location, such as a refrigerator. These costs are shown on the application under Budget -> Equipment Purchases.

Variances 1d: Facility Rental refers to the possibility of the league renting out a facility, like the Community Center Gym, for practices or evaluations. We haven't done that this year, but I wanted to include in the proposal.



## 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**

Richard Williamson - President

Katrina Seibert– Vice President

John Tucker – Player Agent

Patrick Keaton - Treasurer

Jake Lappi - Coaching Coordinator

Craig Hebert - League Coordinator

Andrea Lopez – Safety Coordinator

Jasper Collier – Umpire-in-Chief

Ben Friedman – Information Officer

### **Officer Descriptions**

#### **President**

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**

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.

#### **Player Agent**

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.



### **Treasurer**

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.

### **Coaching Coordinator**

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.

### **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.

### **Safety Coordinator**

Coordinate all of the safety concerns for the league, such as ensuring that the fields have the equipment they need so that players are safe. They also report the safety plan to Little League International and report to GYBLL any updates and requirements concerning safety.

### **Umpire-in-Chief**

Manage the umpires being used by the league. This includes reviewing the schedules for each of the games that require umpires and ensuring they have an umpire. They manage the payment for each of the umpires (if necessary). In addition, they are the point person for any questions for umpiring, including training for new umpires.

### **Information Officer**

Oversees the outreach for the district, including using emails, Facebook and other sources. Manages the release of data for the league. Coordinates with other board members to help with outreach by creating flyers and other documentation. Helps manage the various documentation needed by the league.



CITY OF GREENBELT, RECOGNITION GROUP PROGRAM  
**OPERATING GRANT APPLICATION**  
Fiscal Year 2027

**FORMATTING NOTE:** Where a text box is provided, your full answer must be visible without scrolling.  
Minimum font size: 11pt.

**A. GENERAL INFORMATION, ELIGIBILITY, AND SUMMARY OF REQUEST**

1. Name of organization: Greenbelt Babe Ruth Baseball
2. Year of founding: \_\_\_\_\_ 3. Website: www.greenbeltbaberuth.com
4. Social media: n/a
5. Federal tax ID # (if applicable): \_\_\_\_\_ 6. Fiscal year dates: 7/1-6/30
7. Contact person: Name Ian Gleason Position Commissioner  
Telephone \_\_\_\_\_ E-mail \_\_\_\_\_
8. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):  
\_\_\_\_\_  
\_\_\_\_\_
9. Please indicate the amount of your grant request here 3500 and describe the intended use of these funds below. Please be as specific as possible.

The funds will go towards our registration fees for both spring and fall seasons, purchasing new uniforms as needed, updating our practice equipment, and umpire fees for each season. Umpire fees have risen a great deal in recent seasons, especially since the COVID-19 pandemic, and it is essential that we have umpires for our game season in the spring and fall.

10. **In-kind City support.** What non-financial assistance does the organization anticipate requesting from the City of Greenbelt during the period of support? All requests will be addressed on a case-by-case basis.

The only non-financial assistance this organization anticipates requesting would be continued maintenance of Braden Field.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM

# **OPERATING GRANT APPLICATION INSTRUCTIONS**

**Fiscal Year 2027**  
Updated November 2025

**Period of Support: July 1, 2026 – June 30, 2027**

**Applications and supporting documents are due by 4:30pm on Monday, February 2, 2026.**  
Submit all materials in a single email to [cpracht@greenbeltmd.gov](mailto:cpracht@greenbeltmd.gov).

**For assistance:**  
contact the Recreation Department's Administrative Coordinator  
at 301-397-2200 or [cpracht@greenbeltmd.gov](mailto: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 and Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 20% of your score will be based on how effectively you engage and serve Greenbelt residents. 60% of your score will be based on: the alignment of your organization's mission with the goals and requirements of the Recognition Group program; the feasibility of your proposed programs during the period of support; and the impact of your organization's programs among participants, spectators/audience members, and the community at large. 20% of your score will be based on an assessment of your organization's *need* for the funds being requested, and an assessment of *value* (the reasonableness of your request-per-resident ratio).
- 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. Throughout this application, data will need to be presented in alignment with the City's fiscal years, which run from July 1 to June 30.** This standard applies even if the fiscal year dates for your organization are different, in order to reflect the full period of support for Recognition Group grants.
- 5. 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.

**11. City of Greenbelt funding status.** Check all that apply: the applicant organization is a Council-approved Greenbelt Recognition Group that received City funding – through the Recognition Group program or otherwise – in the following City of Greenbelt fiscal years:

  X   FY24                        X   FY25                        X   FY26

If your organization did not receive City funding in any of these three fiscal years, or if your organization does not hold current Recognition Group status, the organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

**12. 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

  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:

Prince George's County Babe Ruth League

If none of the above apply, your organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

*Note: the primary purpose of this requirement is to ensure that organizations are positioned to apply for other grant opportunities and/or to raise funds through tax-deductible contributions, diversifying your revenue streams, reducing costs for Greenbelt taxpayers, and helping to ensure your organization's long-term sustainability. Applicant organizations are encouraged to demonstrate in their financials that they have actively pursued such opportunities as available.*

**13. Reimbursements.** 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 above for which funding was sought and approved.

The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement. Checks will be payable to the organization itself and mailed to the address above.

Name: Ian Gleason Title: Commissioner

Name: Patrick Gleason Title: Coach

**B. PERSONNEL**

1. **Leadership (Board of Directors or equivalent).** Who are the leaders of your organization? Indicate whether individuals are Greenbelt residents. If any of these individuals are paid for their work in any capacity with your organization, also indicate "staff" (W2 employees) or "contractor".

| Name              | Greenbelt resident (yes/no) | Title or role                        | Indicate all that apply: board, staff, contractor, volunteer |
|-------------------|-----------------------------|--------------------------------------|--------------------------------------------------------------|
| Ian Gleason       | Yes                         | Commissioner/Coach                   | Volunteer                                                    |
| Josue Bonilla     | No                          | Coach                                | Volunteer                                                    |
| Vladimir Lucero   | No                          | Coach                                | Volunteer                                                    |
| Wesley Shoemaker  | No                          | Coach                                | Volunteer                                                    |
| Logan Beasley     | Yes                         | Coach                                | Volunteer                                                    |
| LaShel Baravechia | Yes                         | Parent Liason/Fundraising Consultant | Volunteer                                                    |
| Patrick Gleason   | Yes                         | Coach                                | Volunteer                                                    |
| Wesley Velasquez  | No                          | Uniform Consultant                   | Volunteer                                                    |
| Bob Sonneveldt    | Yes                         | Consultant                           | Volunteer                                                    |
| Manny Ortiz       | No                          | Coach                                | Volunteer                                                    |

If any of the above leaders are City of Greenbelt employees, please give their name, department and job title here. You may also use this space to list additional leaders as needed.

Patrick Gleason-Recreation Department (Part-time staff)  
Logan Beasley-Recreation Department (Part-time staff)

2. **Paid personnel.** As applicable, please identify up to 10 individuals who have played the most significant roles in your organization's operations during the past year in a paid capacity. Indicate whether individuals are Greenbelt residents. As applicable, indicate "staff" (W2 employees) or "contractor", and whether the individuals are short-term/temporary workers or year-round personnel. If your organization has no paid personnel, check here: X.

| Name | Greenbelt resident (yes/no) | Title or role | Indicate all that apply: staff, contractor, short-term, year-round |
|------|-----------------------------|---------------|--------------------------------------------------------------------|
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
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|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |

3. **Volunteers.** Please provide information below for the period of: July 1, 2025 – June 30, 2026 (the City of Greenbelt's most recently completed fiscal year.) Do not include individuals listed above who volunteer in a leadership role. If your organization is in its first year of operations, please check here      and provide estimates for the period of: July 1, 2026 – June 30, 2027.

Number of **VOLUNTEERS:** 15 / % Greenbelt residents 60  
 % ages 12 and under 0 / % 13-17 yrs. 5 / % 18-59 yrs. 85 / % 60+ yrs. 10

Briefly describe your volunteers' roles and contributions.

Our program exists only because of volunteers. Our coaching staff which interacts directly with the program participants provide baseball, fitness, life skills instructions, as well as mental health guidelines. Furthermore, they develop a sense of responsibility and integrity in program participants. Our entire consultant staff from financial to field maintenance concerns offer their advice in specific areas to best benefit the program. We seek involvement from players and their families which includes parent volunteers who assist with selling concessions, up keep the field and transportation to away games. Finally, all team art work and photography is done on a volunteer basis.

C. **PEOPLE SERVED.** Throughout this section, provide information for the period of: July 1, 2025 – June 30, 2026. 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 for the period of: July 1, 2026 – June 30, 2027.

1. **How many people actively participated in your organization's primary programming activities?** 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 **ACTIVE PARTICIPANTS**: 50 / % Greenbelt residents 60  
% ages 12 and under 0 / % 13-17 yrs. 90 / % 18-59 yrs. 5 / % 60+ yrs. 0

Briefly explain whom you have included in these figures and how you calculated the total.

This includes players for our spring and fall season (this includes both our 13-15 and 16-18 age group). There is a large overlap between the two seasons in players but we have some players that participate in one season but not the other. This is based on our registration forms from the past year.

2. **How many additional people participated in your organization's primary 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**: 130 / % Greenbelt residents 70  
% ages 12 and under 5 / % 13-17 yrs. 20 / % 18-59 yrs. 60 / % 60+ yrs. 15

Briefly explain whom you have included in these figures and how you calculated the total.

This includes spectators for our games. Typically this is family and friends of program participants. These numbers are based on program registration forms from the last year and informal data from games at Braden Field.

**D. FINANCIAL INFORMATION**

1. **Budget.** 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.

| <b>EXPENSES</b>                   | <b>Description</b>          | <b>Actual Totals,<br/>Last City<br/>Fiscal Year<br/>July 1, 2024<br/>June 30, 2025</b> | <b>Budget,<br/>Current City<br/>Fiscal Year<br/>July 1, 2025 –<br/>June 30, 2026</b> | <b>Proposed,<br/>Next City<br/>Fiscal Year<br/>July 1, 2026 –<br/>June 30, 2027</b> |
|-----------------------------------|-----------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| a. Salaries and wages             |                             |                                                                                        |                                                                                      |                                                                                     |
| b. Consultants' fees              |                             |                                                                                        |                                                                                      |                                                                                     |
| c. Contractual personnel          |                             |                                                                                        |                                                                                      |                                                                                     |
| d. Facility rental                |                             |                                                                                        |                                                                                      |                                                                                     |
| e. Online services                | Website                     | 0.00                                                                                   | 172.64                                                                               | 180.00                                                                              |
| f. Dues, memberships, league fees | League Fees/Umpire Fees     | 3,900.00                                                                               | 4,000.00                                                                             | 4,000.00                                                                            |
| g. Utilities                      |                             |                                                                                        |                                                                                      |                                                                                     |
| h. Insurance                      |                             | 626.00                                                                                 | 626.00                                                                               | 626.00                                                                              |
| i. Supplies and materials         |                             |                                                                                        |                                                                                      |                                                                                     |
| j. Equipment purchases            | Uniforms/practice equipment | 2,546.90                                                                               | 2,483.65                                                                             | 3,000.00                                                                            |
| k. Equipment rental               |                             |                                                                                        |                                                                                      |                                                                                     |
| l. Marketing and outreach         | Fundraising (Fall Fest)     | 463.28                                                                                 | 300.00                                                                               | 450.00                                                                              |
| m. Travel and lodging             |                             |                                                                                        |                                                                                      |                                                                                     |
| n. Food/catering                  |                             |                                                                                        |                                                                                      |                                                                                     |
| o. Awards                         |                             |                                                                                        |                                                                                      |                                                                                     |
| p. Grants                         |                             |                                                                                        |                                                                                      |                                                                                     |
| q. Payment of debt                |                             |                                                                                        |                                                                                      |                                                                                     |
| r. Taxes                          |                             |                                                                                        |                                                                                      |                                                                                     |
| s. Other                          | Background Check            | 25.50                                                                                  | 25.50                                                                                | 25.50                                                                               |
| t. Other                          |                             |                                                                                        |                                                                                      |                                                                                     |
| u. Other                          |                             |                                                                                        |                                                                                      |                                                                                     |
| <b>Total Expenses</b>             |                             | <b>\$ 7,561.68</b>                                                                     | <b>\$ 7,607.79</b>                                                                   | <b>\$ 8,281.50</b>                                                                  |

| <b>INCOME</b>                                                | <b>Description</b>                                                                              | <b>Actual Totals,<br/>Last City<br/>Fiscal Year<br/>July 1, 2024<br/>June 30, 2025</b> | <b>Budget,<br/>Current City<br/>Fiscal Year<br/>July 1, 2025 –<br/>June 30, 2026</b> | <b>Proposed,<br/>Next City<br/>Fiscal Year<br/>July 1, 2026 –<br/>June 30, 2027</b> |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| a. Sales of goods                                            |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| b. Admissions                                                |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| c. Tuition                                                   |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| d. Fees for services rendered                                |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| e. Membership dues, registration fees                        | Registration Fees                                                                               | 5,300.00                                                                               | 5,300.00                                                                             | 5,300.00                                                                            |
| f. Corporate support                                         |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| g. Foundation support                                        |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| h. Individual donations                                      |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| i. Greenbelt support: ARPA                                   |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| j. Greenbelt: Project Grant                                  |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| k. Greenbelt: Operating Grant                                |                                                                                                 | 3,500.00                                                                               | 2,800.00                                                                             | 3,500.00                                                                            |
| l. Greenbelt: other Council appropriation                    |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| m. Other grants                                              |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| n. Other                                                     | Fundraising (Fall Fest)                                                                         | 610.00                                                                                 | 0.00                                                                                 | 700.00                                                                              |
| o. Other                                                     |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| p. Other                                                     |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| <b>Total income</b>                                          |                                                                                                 | <b>\$ 9,410.00</b>                                                                     | <b>\$ 8,100.00</b>                                                                   | <b>\$ 9,500.00</b>                                                                  |
|                                                              |                                                                                                 |                                                                                        |                                                                                      |                                                                                     |
| <b>Net profit or loss<br/>Complete this section manually</b> |                                                                                                 | <b>Actual Totals<br/>City FY25</b>                                                     | <b>Budget<br/>City FY26</b>                                                          | <b>Projected<br/>City FY27</b>                                                      |
| <b>Profit</b> (income in excess of expenses)                 |                                                                                                 | <b>1,848.32</b>                                                                        | <b>492.21</b>                                                                        | <b>1,218.50</b>                                                                     |
| <b>Loss</b> (expenses in excess of income).                  | Amount to be made up through the organization's <b>savings</b> (counts toward your grant match) |                                                                                        |                                                                                      |                                                                                     |
|                                                              | Amount to be made up with <b>borrowed funds</b> (does not count toward your grant match)        |                                                                                        |                                                                                      |                                                                                     |

- a. **Variances.** 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, as noted in section G3, below.
- b. **Matching fund requirement.** For every \$1.00 which may be awarded by the City of Greenbelt, your organization must contribute at least \$1.00 from other sources toward meeting your FY27 operating expenses. (Stated otherwise, the amount of your request cannot exceed one half of the organization's total FY27 expenses listed in your budget on page 7.)

Funds raised from most other sources count toward your required match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Your organization may also apply existing savings toward your required matching contribution. 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 during the specified period of support.

## 2. Financial Reserves

| Assets                           | Actual as of June 30,<br>2025 (Last City Fiscal Year) | Projected as of June 30,<br>2026 (Current City Fiscal Year) |
|----------------------------------|-------------------------------------------------------|-------------------------------------------------------------|
| a. Checking/savings accounts*    | 6,781.28                                              | 6,000.00                                                    |
| b. Restricted operating funds ** |                                                       |                                                             |
| c. Restricted capital funds**    |                                                       |                                                             |
| d. Investments                   |                                                       |                                                             |
| e. Endowment balance             |                                                       |                                                             |
| f. Planned giving commitments    |                                                       |                                                             |
| <b>Total Financial Reserves</b>  | <b>\$ 6,781.28</b>                                    | <b>\$ 6,000.00</b>                                          |

\*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:

### 3. Debt

| Creditor          | Loan purpose | Actual as of<br>June 30, 2025<br>(Last City Fiscal Year) | Projected as of<br>June 30, 2026<br>(Current City Fiscal Year) |
|-------------------|--------------|----------------------------------------------------------|----------------------------------------------------------------|
| a.                |              | 0.00                                                     | 0.00                                                           |
| b.                |              |                                                          |                                                                |
| c.                |              |                                                          |                                                                |
| <b>Total Debt</b> |              | <b>\$ 0.00</b>                                           | <b>\$ 0.00</b>                                                 |

### 4. In-Kind Contributions Received Please estimate dollar values.

| IN-KIND<br>CONTRIBUTIONS                                   | Description | Actual Totals,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|------------------------------------------------------------|-------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| 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. City of Greenbelt: free facility use*                   |             |                                                                             |                                                                           |                                                                          |
| g. Donated space rental: other                             |             |                                                                             |                                                                           |                                                                          |
| h. Other                                                   |             |                                                                             |                                                                           |                                                                          |
| <b>Total In-Kind Contributions</b>                         |             | <b>\$ 0.00</b>                                                              | <b>\$ 0.00</b>                                                            | <b>\$ 0.00</b>                                                           |

\* For assistance with the calculation of free facility use values, contact the Recreation staff person through whom your organization normally reserves space.

**5. Financial need. Please check all that apply.**

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

☒ The organization is projecting a revenue surplus for FY26.

☒ The organization is projecting a revenue surplus for FY27.

If any of the above apply to your organization, you must please explain your need for City of Greenbelt funding in the amount requested. If none of the above apply, you may still use the space below at your option to explain the organization's need for City funding in the amount requested.

Some of our spending is cyclical, our equipment and uniforms last for seasons at a time but then need to be replaced. The past several years we have not had to make any major uniform or equipment purchases but one set of uniforms and some of our equipment will need to be replaced in the near future. This will require a larger uptick in spending when the time comes. Umpire fees have also continued to rise astronomically in recent years and we need to make sure we have the funds to cover these costs.

**E. NARRATIVE:** Please address all of the following questions and prompts briefly, in this order, in a narrative of up to four pages. Number your responses. Save your document as a PDF with the file name: name\_of\_organization\_narrative\_FY27

- 1. Organizational overview.** What is the mission of your organization? Whom do you serve and how? Please describe your organization's ongoing programming activities, providing a clear sense of their content and scope (program types, number and frequency of activities, etc.). If your programs are seasonal, please indicate typical timing. Note any significant achievements and challenges during the past and current City fiscal years.
- 2. Program impact.** Explain how your activities will benefit Greenbelt resident participants, and if applicable, the broader Greenbelt community. Consider both immediate and longer-term impacts as applicable. Does your organization provide any unique opportunities to Greenbelt residents that would not otherwise be available?
- 3. Goals.** What are your organization's goals for the current and next fiscal year, and how are you working toward them? Goals may pertain to recruitment, fundraising, audience development, introduction of new services, or any other area of programs and operations.
- 4. Indicators of likely success.** Reviewers of this application will be assessing the likelihood that your organization will be successful in meeting its own goals (programming, financial, operational and otherwise.) What factors should give them confidence?

**F. Background checks**

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 adopted by the city (see below). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at [aphelan@greenbeltmd.gov](mailto: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: Babe Ruth League, Inc.

Ian Gleason

Name

Commissioner

Title/position

1/26/26

Date

(section continues below)

## 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.

**Background Screening is an ongoing process and is subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.**

G. **WHAT TO SUBMIT:** please send the following in PDF format to the address on page 1 in a single email.

1. **REQUIRED: Completed application.** Please format your file name as follows:  
name\_of\_organization\_GO\_application\_FY27.
2. **REQUIRED: Narrative.** Please format your file name as follows:  
name\_of\_organization\_narrative\_FY27. Limit: 4 pages.
3. **REQUIRED IF APPLICABLE: Budget variances:** explanation of year-to-year income and expense variations over 50%. See section D. File name format: name\_of\_organization\_variances\_FY27.
4. **OPTIONAL: Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name\_of\_organization\_bios\_FY27.
5. **OPTIONAL: Letter(s) of support.** You may submit up to three letters attesting to the impact of your programs and the effectiveness of your organization's leaders. Each letter should be no longer than one page. Letters should please be combined in one file. File name:  
name\_of\_organization\_letters\_FY27.

H. **OPTIONAL: Additional information.** If applicable, please use this space to convey any important information not covered elsewhere in your application or attachments that should be considered in the evaluation of your request.

**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.**

I. **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 \_\_\_\_\_ IG Date 1/26/26

Your role within the applicant organization Commissioner

## 1. Organizational overview

Greenbelt Babe Ruth baseball offers baseball teams for two age groups: Juniors (13-15 years old) and Seniors (16-18 years old). 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 also taken on players from other locations who are without a local team.

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.

Over the past year we have been thrilled to have Braden Field renovated. This project will make field maintenance easier for us and will provide us with the best playing field in the county.

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.

A typical year for us follows the following schedule:

**July:** 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:** Fall practice/games in Prince George's County Babe Ruth Fall League

**October:** Sold Concessions at Fall Fest



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

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

## **2. Program Impact**

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.

We emphasize community within our program and it shows with the amount of our volunteers who are former participants within the program. The majority of our coaches played within the program and we also have former players frequently come back as spectators. Our program is the only non-school based baseball program in the city for teenagers ages 14-18.

## **3. Goals.**

We have several goals as an organization which include maintaining our current levels of participation, supporting the Prince George's Babe Ruth League to attract quality teams to participate in league play, and increasing community support and attendance at games.

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.

This past year we had a scheduling conflict with Fall Fest and we were unable to participate in our normal fundraising event of selling food at the event. We hope to participate again this year at Fall Fest.

## **4. Indicators of likely success**

Since we resumed full activities post pandemic in the spring of 2021 our program has been consistent on all levels. Our participation and volunteer numbers as well as our financials



have remained consistent from year to year. Our levels of fundraising when our schedule has allowed us to fully participate have remained similar. We have also maintained consistent communication methods to advertise our programming.



## Greenbelt Babe Ruth Variances

### **Expenses**

#### Section E- Online Services (Website)

FY25 \$0.00

FY26 \$172.64

FY27 \$180.00

During FY24 we started a new website, the company had a promotion for payment for the initial year plus of the website. This carried into FY25 and because of this we didn't have to pay for the website during FY25. During FY26 the prices started at their normal amount for upkeep of the site and domain.

### **Income**

#### Section N-Other (Fall Fest)

FY25 \$610.00

FY26 \$0.00

FY27 \$700.00

During FY25 we sold concessions at Fall Fest as a fundraiser for our program. In FY26 we had a scheduling conflict and were not able to have enough volunteers to take part in this fundraising event. This coming October we hope to participate again and hopefully improve the total fundraising amount.



**CITY OF GREENBELT, RECOGNITION GROUP PROGRAM**  
**OPERATING GRANT APPLICATION**  
Fiscal Year 2027

**FORMATTING NOTE:** Where a text box is provided, your full answer must be visible without scrolling.  
Minimum font size: 11pt.

**A. GENERAL INFORMATION, ELIGIBILITY, AND SUMMARY OF REQUEST**

1. Name of organization: Greenbelt Refugee Aid. (GRACE)
2. Year of founding: 2022 3. Website: Greenbeltrefugeeaid.org (inactive)
4. Social media: n/a
5. Federal tax ID # (If applicable): [REDACTED] 6. Fiscal year dates: 6/30/26-7/1/27
7. Contact person: Name Frank Gervasi Position Proprietor/founder  
Telephone [REDACTED] E-mail Greenbeltrefugeeaid@gmail.com
8. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):  
[REDACTED]

- 9.\* Please indicate the amount of your grant request here 10,000.00 and describe the intended use of these funds below. Please be as specific as possible.

Potentially rent one more apartment for asylum qualified family. One bedroom apt starts at \$16,800. We spend money to initially make up for shortfalls

Bringing older war orphans to Greenbelt temporarily for educational purposes is possible.

We will continue to be very active overseas aiding both orphans and those made homeless due to war and strife in Ukraine and Lebanon and elsewhere. These expenditures, we understand, are not qualified for reimbursement under current rules. We've spent \$8000. for this part of our mission from restricted donor sources.

10. In-kind City support. What non-financial assistance does the organization anticipate requesting from the City of Greenbelt during the period of support? All requests will be addressed on a case-by-case basis.

In the past Greenbelt Cares did counseling services for our refugees which was very helpful to them.

The children were also able to join summer camps which they very much enjoyed, learned a lot from and made friends at. We currently have only one refugee child and if more come we would hope for continued support in integrating them into our community

On question 9: in a verbal update to Recreation staff, the applicant has indicated that they don't anticipate being able to house any new refugees due to current federal immigration policies. Will public funds be used to support refugees who are currently in Greenbelt, and if so, how many individuals?

The application narrative references "one family" currently residing in Greenbelt with GRACE support.

**11. City of Greenbelt funding status.** Check all that apply: the applicant organization is a Council-approved Greenbelt Recognition Group that received City funding – through the Recognition Group program or otherwise – in the following City of Greenbelt fiscal years:

yes FY24

yes FY25

yes FY26

If your organization did not receive City funding in any of these three fiscal years, or if your organization does not hold current Recognition Group status, the organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

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

yes 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:

\_\_\_\_\_

If none of the above apply, your organization is not eligible to apply for operating support at this time. Your organization may be eligible to apply for a Project Grant; please check the program guidelines for more information.

*Note: the primary purpose of this requirement is to ensure that organizations are positioned to apply for other grant opportunities and/or to raise funds through tax-deductible contributions, diversifying your revenue streams, reducing costs for Greenbelt taxpayers, and helping to ensure your organization's long-term sustainability. Applicant organizations are encouraged to demonstrate in their financials that they have actively pursued such opportunities as available.*

**13. Reimbursements.** 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 above for which funding was sought and approved.

The organization authorizes the following officer or officers (limit: two) to present receipts for reimbursement. Checks will be payable to the organization itself and mailed to the address above.

Name: Frank Gervasi Title: President

Name: Peter Voitsekhovsky Title: Vice-President

**B. PERSONNEL**

1. **Leadership (Board of Directors or equivalent).** Who are the leaders of your organization? Indicate whether individuals are Greenbelt residents. If any of these individuals are paid for their work in any capacity with your organization, also indicate "staff" (W2 employees) or "contractor".

| Name                | Greenbelt resident (yes/no) | Title or role  | Indicate all that apply: board, staff, contractor, volunteer |
|---------------------|-----------------------------|----------------|--------------------------------------------------------------|
| Frank Gervasi       | yes                         | President      | founder/board/volunteer                                      |
| Peter Voitsekhovsky | yes                         | Vice-President | board/translator/volunteer                                   |
| Joyce Campbell      | yes                         | Secretary      | board/tutor/volunteer                                        |
| Bill Jones          | yes                         | Treasurer      | board/tutor/volunteer                                        |
| Linda Coleman       | no                          | board member   | board/tutor/volunteer                                        |
|                     |                             |                |                                                              |
|                     |                             |                |                                                              |
|                     |                             |                |                                                              |
|                     |                             |                |                                                              |
|                     |                             |                |                                                              |

If any of the above leaders are City of Greenbelt employees, please give their name, department and job title here. You may also use this space to list additional leaders as needed.

none are

2. **Paid personnel.** As applicable, please identify up to 10 individuals who have played the most significant roles in your organization's operations during the past year in a paid capacity. Indicate whether individuals are Greenbelt residents. As applicable, indicate "staff" (W2 employees) or "contractor", and whether the individuals are short-term/temporary workers or year-round personnel. If your organization has no paid personnel, check here: none.

| Name | Greenbelt resident (yes/no) | Title or role | Indicate all that apply: staff, contractor, short-term, year-round |
|------|-----------------------------|---------------|--------------------------------------------------------------------|
| none |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |

3. **Volunteers.** Please provide information below for the period of: July 1, 2025 – June 30, 2026 (the City of Greenbelt's most recently completed fiscal year.) Do not include individuals listed above who volunteer in a leadership role. If your organization is in its first year of operations, please check here      and provide estimates for the period of: July 1, 2026 – June 30, 2027.

Number of **VOLUNTEERS:** 15 + 7 / % Greenbelt residents 88% + 0%  
 % ages 12 and under      / % 13-17 yrs. 15 / % 18-59 yrs. 40 + / % 60+ yrs. 45

Briefly describe your volunteers' roles and contributions.

10 active volunteers (plus 5 board members) assisted three families to Greenbelt with renting and furnishing apartments, fundraising, communications and for our refugees - transportation, all necessary documents, rides to doctors, dentists, school integration, job hunting, opening bank accounts, and so forth.

7 volunteers, 6 in Ukraine and 1 in Lebanon, distributed supplies to both wounded and those made homeless due to war. In addition we support two orphanages in Ukraine and am working toward

**C. PEOPLE SERVED.** Throughout this section, provide information for the period of: July 1, 2025 – June 30, 2026. 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 for the period of: July 1, 2026 – June 30, 2027.

**1. How many people actively participated in your organization's primary programming activities?** 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 **ACTIVE PARTICIPANTS**: 6/312 / 100% of 6 in Greenbelt; 0% of 312 abroad  
 % Greenbelt residents 80%/ 20%  
 % ages 12 and under        / % 13-17 yrs.        / % 18-59 yrs.        / % 60+ yrs.       

Briefly explain whom you have included in these figures and how you calculated the total.

6 refugees (1st number) comprising 3 families were living here in Greenbelt, three adults and three children. We provide necessary supplies and furnished apartments rent free until they can assist in rental fees as their work income progresses.

In Ukraine, 6 volunteers distribute supplies paid for by GRACE. In calendar year 2025 over 200 refugees received aid.

Two Ukrainian orphanages, one with 45 children and the other with 67 children, benefited from our contributions. refugees in shelters received approx. \$100 per family in food and supplies as needed. These are people who have lost everything as russian bombs rain down daily have lost everything and are daily traumatized. Our small contributions are appreciated.

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

300\*  
 Total number of **SPECTATORS**: 740 / % Greenbelt residents 90%  
 % ages 12 and under 2% / % 13-17 yrs. 10% / % 18-59 yrs. 38% / % 60+ yrs. 50%

Briefly explain whom you have included in these figures and how you calculated the total.

Greenbelt Refugee Aid committee does awareness and fund raisers. We produce 2 film programs at the Reel and Meal. Others at Utopia film fest and run on GATE TV.

The March 16, 2026 Reel and Meal program features the Academy Award nominated documentary "Porcelain War". Greenbelt potters group is participating with our committee to help raise funds for Ukrainian orphans and those refugees made homeless due to enemy bombs and destruction. Two other programs with 70-100 viewers occur this year and in typical years.

The December round-up for Refugee Aid at Greenbelt Coop was very popular and raised over \$3200.00 for the committee's work. Hundreds of people contributed. An average of ,50 per contribution would add up to 6400 contributions, and in 31 days the average shopping donor visits perhaps 15 times for about 440 donors.

There are numerous other attendees, donors and spectators in addition to these.

\*Donor information is not requested for this section. Excluding the estimated 440 donors, that would indicate an estimated 300 viewers/attendees for the other programs referenced.

**D. FINANCIAL INFORMATION**

1. **Budget.** 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,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|-----------------------------------|--------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Salaries and wages             | -0-                |                                                                             |                                                                           |                                                                          |
| b. Consultants' fees              | -0-                |                                                                             |                                                                           |                                                                          |
| c. Contractual personnel          | -0-                |                                                                             |                                                                           |                                                                          |
| d. Facility rental                |                    | 30,000.00                                                                   | 32,000.00                                                                 | 18,000.00                                                                |
| e. Online services                |                    |                                                                             |                                                                           |                                                                          |
| f. Dues, memberships, league fees |                    | 400.00                                                                      | 200.00                                                                    | 500.00                                                                   |
| g. Utilities                      |                    | 1,000                                                                       |                                                                           |                                                                          |
| h. Insurance                      |                    | 250.00                                                                      | 250.00                                                                    | 250.00                                                                   |
| i. Supplies and materials         |                    | 2,000.00                                                                    | 2,000.00                                                                  | 2,000.00                                                                 |
| j. Equipment purchases            |                    |                                                                             |                                                                           |                                                                          |
| k. Equipment rental               |                    |                                                                             |                                                                           |                                                                          |
| l. Marketing and outreach         |                    |                                                                             |                                                                           |                                                                          |
| m. Travel and lodging             |                    | 700.00                                                                      |                                                                           |                                                                          |
| n. Food/catering                  |                    | 2,200.00                                                                    | 1,500.00                                                                  | 2,200.00                                                                 |
| o. Awards                         |                    |                                                                             |                                                                           |                                                                          |
| p. Grants                         |                    | 8,000.00                                                                    | 11,000.00                                                                 | -0-                                                                      |
| q. Payment of debt                |                    |                                                                             |                                                                           |                                                                          |
| r. Taxes                          |                    |                                                                             |                                                                           |                                                                          |
| s. Other                          | medical and dental | 4,000.00                                                                    | 4,000.00                                                                  |                                                                          |
| t. Other                          |                    |                                                                             |                                                                           |                                                                          |
| u. Other                          |                    |                                                                             |                                                                           |                                                                          |
| <b>Total Expenses</b>             |                    | <b>\$ 48,550.00</b>                                                         | <b>\$ 50,950.00</b>                                                       | <b>\$ 22,950.00</b>                                                      |

| INCOME                                                             | Description                                                                              | Actual Totals,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|--------------------------------------------------------------------|------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Sales of goods                                                  |                                                                                          |                                                                             |                                                                           |                                                                          |
| b. Admissions                                                      |                                                                                          |                                                                             |                                                                           |                                                                          |
| c. Tuition                                                         |                                                                                          |                                                                             |                                                                           |                                                                          |
| d. Fees for services rendered                                      |                                                                                          |                                                                             |                                                                           |                                                                          |
| e. Membership dues, registration fees                              |                                                                                          |                                                                             |                                                                           |                                                                          |
| f. Corporate support                                               |                                                                                          | 4,500.00                                                                    | 4,200.00                                                                  | 3,000.00                                                                 |
| g. Foundation support                                              |                                                                                          |                                                                             |                                                                           |                                                                          |
| h. Individual donations                                            |                                                                                          | 13,808.91                                                                   | 20,910.00                                                                 | 15,000.00                                                                |
| i. Greenbelt support: ARPA                                         |                                                                                          |                                                                             |                                                                           |                                                                          |
| j. Greenbelt: Project Grant                                        |                                                                                          | 5,000.00                                                                    |                                                                           |                                                                          |
| k. Greenbelt: Operating Grant                                      |                                                                                          |                                                                             | 5,000.00                                                                  | 10,000.00                                                                |
| l. Greenbelt: other Council appropriation                          |                                                                                          |                                                                             |                                                                           |                                                                          |
| m. Other grants                                                    |                                                                                          |                                                                             |                                                                           |                                                                          |
| n. Other                                                           |                                                                                          | 2,010.00                                                                    |                                                                           |                                                                          |
| o. Other                                                           |                                                                                          |                                                                             |                                                                           |                                                                          |
| p. Other                                                           |                                                                                          |                                                                             |                                                                           |                                                                          |
| <b>Total Income</b>                                                |                                                                                          | <b>\$ 25,318.91</b>                                                         | <b>\$ 30,110.00</b>                                                       | <b>\$ 28,000.00</b>                                                      |
| <b>Net profit or loss</b><br><b>Complete this section manually</b> |                                                                                          | <b>Actual Totals</b><br><b>City FY25</b>                                    | <b>Budget</b><br><b>City FY26</b>                                         | <b>Projected</b><br><b>City FY27</b>                                     |
| <b>Profit (income in excess of expenses)</b>                       |                                                                                          | <del>12,379.56</del>                                                        | <del>5,000.00</del>                                                       | <del>5,000.00</del>                                                      |
| <b>Loss (expenses in excess of income).</b>                        | 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)        | ?                                                                           | ?                                                                         |                                                                          |

\$5,050

loss:  
8 \$23,231.09.  
How were  
these expenses  
paid?

loss:  
\$20,840. Far exceeds anticipated  
savings. How will FY26 expenses  
be paid?

- a. **Variances.** 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, as noted in section G3, below.
- b. **Matching fund requirement.** For every \$1.00 which may be awarded by the City of Greenbelt, your organization must contribute at least \$1.00 from other sources toward meeting your FY27 operating expenses. (Stated otherwise, the amount of your request cannot exceed one half of the organization's total FY27 expenses listed in your budget on page 7.)

Funds raised from most other sources count toward your required match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Your organization may also apply existing savings toward your required matching contribution. 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 during the specified period of support.

## 2. Financial Reserves

| <b>Assets</b>                    | <b>Actual as of June 30,<br/>2025 (Last City Fiscal Year)</b> | <b>Projected as of June 30,<br/>2026 (Current City Fiscal Year)</b> |
|----------------------------------|---------------------------------------------------------------|---------------------------------------------------------------------|
| a. Checking/savings accounts*    | 8,949.00                                                      | 9,500.00                                                            |
| b. Restricted operating funds ** | 1,300.00                                                      | 2,000.00                                                            |
| c. Restricted capital funds**    |                                                               |                                                                     |
| d. Investments                   |                                                               |                                                                     |
| e. Endowment balance             |                                                               |                                                                     |
| f. Planned giving commitments    |                                                               |                                                                     |
| <b>Total Financial Reserves</b>  | <b>\$ 10,249.00</b>                                           | <b>\$ 11,500.00</b>                                                 |

\*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:

Due to ICE's methods of enforcement community response may be needed to protect our residents from these abusive practices. GRACE's mission is to assist refugees. This includes people seeking refuge here. Many Greenbelt residents, an estimated 1,000 undocumented and many semi-documented people live in Greenbelt. We can help in a number of ways, and we should.

Would any of the public funds being requested be used to support this aspect of GRACE's envisioned service mission? (If so, cross reference with question 9 on page 2).

Language provided here sounds conditional/speculative. Are the funds indicated on line b firmly set aside for this expanded scope? Section H on page 14 references the use of restricted funds for foreign aid; are those funds reflected in this section?

### 3. Debt

| Creditor          | Loan purpose  | Actual as of<br>June 30, 2025<br>(Last City Fiscal Year) | Projected as of<br>June 30, 2026<br>(Current City Fiscal Year) |
|-------------------|---------------|----------------------------------------------------------|----------------------------------------------------------------|
| a.                | no loans      | 0.00                                                     |                                                                |
| b.                |               |                                                          |                                                                |
| c.                |               |                                                          |                                                                |
| <b>Total Debt</b> | <b>\$0.00</b> | <b>\$ 0.00</b>                                           | <b>\$ 0.00</b>                                                 |

### 4. In-Kind Contributions Received Please estimate dollar values.

| IN-KIND<br>CONTRIBUTIONS                                            | Description              | Actual Totals,<br>Last City<br>Fiscal Year<br>July 1, 2024<br>June 30, 2025 | Budget,<br>Current City<br>Fiscal Year<br>July 1, 2025 –<br>June 30, 2026 | Proposed,<br>Next City<br>Fiscal Year<br>July 1, 2026 –<br>June 30, 2027 |
|---------------------------------------------------------------------|--------------------------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
| a. Pro-bono<br>professional<br>services (legal,<br>accounting, etc) | donated dental<br>McCarl | 1,000.00                                                                    | 600.00                                                                    | 0.00                                                                     |
| b. Other waived<br>fees                                             |                          |                                                                             |                                                                           |                                                                          |
| c. Donated equipment                                                |                          |                                                                             |                                                                           |                                                                          |
| d. Donated supplies<br>and materials                                | furnishings 2 apartments | 2,000.00                                                                    |                                                                           |                                                                          |
| e. Donated travel and<br>lodging costs                              |                          |                                                                             |                                                                           |                                                                          |
| f. City of Greenbelt:<br>free facility use*                         |                          |                                                                             |                                                                           |                                                                          |
| g. Donated space<br>rental: other                                   |                          |                                                                             |                                                                           |                                                                          |
| h. Other                                                            |                          |                                                                             |                                                                           |                                                                          |
| <b>Total In-Kind<br/>Contributions</b>                              |                          | <b>\$ 3,000.00</b>                                                          | <b>\$ 600.00</b>                                                          | <b>\$ 0.00</b>                                                           |

\* For assistance with the calculation of free facility use values, contact the Recreation staff person through whom your organization normally reserves space.

**5. Financial need. Please check all that apply.**

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

☐ The organization is projecting a revenue surplus for FY26.

☒ The organization is projecting a revenue surplus for FY27.

If any of the above apply to your organization, you must please explain your need for City of Greenbelt funding in the amount requested. If none of the above apply, you may still use the space below at your option to explain the organization's need for City funding in the amount requested.

?

**E. NARRATIVE:** Please address all of the following questions and prompts briefly, in this order, in a narrative of up to four pages. Number your responses. Save your document as a PDF with the file name: name\_of\_organization\_narrative\_FY27

- 1. Organizational overview.** What is the mission of your organization? Whom do you serve and how? Please describe your organization's ongoing programming activities, providing a clear sense of their content and scope (program types, number and frequency of activities, etc.). If your programs are seasonal, please indicate typical timing. Note any significant achievements and challenges during the past and current City fiscal years.
- 2. Program impact.** Explain how your activities will benefit Greenbelt resident participants, and if applicable, the broader Greenbelt community. Consider both immediate and longer-term impacts as applicable. Does your organization provide any unique opportunities to Greenbelt residents that would not otherwise be available?
- 3. Goals.** What are your organization's goals for the current and next fiscal year, and how are you working toward them? Goals may pertain to recruitment, fundraising, audience development, introduction of new services, or any other area of programs and operations.
- 4. Indicators of likely success.** Reviewers of this application will be assessing the likelihood that your organization will be successful in meeting its own goals (programming, financial, operational and otherwise.) What factors should give them confidence?

## F. Background checks

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 adopted by the city (see below). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at [aphelan@greenbeltmd.gov](mailto: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: \_\_\_\_\_

Fred Hewitt  
Name

founder/president  
Title/position

2/18/26  
Date

(section continues below)

## **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.

**Background Screening is an ongoing process and is subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.**

G. **WHAT TO SUBMIT:** please send the following in PDF format to the address on page 1 in a single email.

1. **REQUIRED: Completed application.** Please format your file name as follows:  
name\_of\_organization\_GO\_application\_FY27.
2. **REQUIRED: Narrative.** Please format your file name as follows:  
name\_of\_organization\_narrative\_FY27. Limit: 4 pages.
3. **REQUIRED IF APPLICABLE: Budget variances:** explanation of year-to-year income and expense variations over 50%. See section D. File name format: name\_of\_organization\_variances\_FY27.
4. **OPTIONAL: Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name\_of\_organization\_bios\_FY27.
5. **OPTIONAL: Letter(s) of support.** You may submit up to three letters attesting to the impact of your programs and the effectiveness of your organization's leaders. Each letter should be no longer than one page. Letters should please be combined in one file. File name:  
name\_of\_organization\_letters\_FY27.

H. **OPTIONAL: Additional information.** If applicable, please use this space to convey any important information not covered elsewhere in your application or attachments that should be considered in the evaluation of your request.

The immigration situation is extremely uncertain.  
The international charitable help from the US has been decimated with the destruction of USAID.  
At least half our stated mission is to do foreign aid with war zone refugees, which we have been doing with restricted fund donations.  
Since our Federal Government ended most foreign humanitarian aid, we would be grateful if city council would consider expanding its rules for a Greenbelt charity (GRACE and possibly others) to be supported in this area as well as locally Greenbelt use. If not possible, what we requested is still within bounds of half of local expense.

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.

I. **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 Paul L. Dyer Date 2/18/26

Your role within the applicant organization \_\_\_\_\_



## Narrative for FY2027 Greenbelt Refugee Aid Operating Grant Application by Frank Gervasi

The mission of Greenbelt Refugee Aid, as stated on our 501c3 documents, on the line item heading "What does your non-profit do" reads "helps refugees in conflict areas and relocating to the US"

GRACE, as is our acronym, has brought and supported four women and three children refugees to Greenbelt. One family currently resides in a Greenbelt apartment that we rent for refugees. In another family, the mother earned her green card, married and currently resides in Bethesda. The first single woman we housed is now living in Canada and the second went back to Ukraine.

In Ukraine, we have twice supported two separate orphanages in Sumy, continue to support those made homeless, some injured and all traumatized, in both Kharkiv and Mykolaiv.

Also in Ukraine we are preparing to assist refugees in Cherniv. In Lebanon we have assisted those whose homes were recently destroyed. We have also assisted two separate Afghan families here in Greenbelt.

With the elimination of USAID this assistance is needed more than ever. Our fundraising and distribution, in a tiny way overall but significant to those who gave and those who received, creating positive feeling and goodwill for

both sides.

A unique feature of our grassroots charity is that our overseas volunteers take photos and videos of those they help. Our donors can see the people that they have helped. This personal connection makes the Greenbelt Refugee Aid special. All our donors want to help and do something. it's very satisfying to see those directly aided.

### Goals

Our main mission is to help refugees in conflict zones. Refuge is a place of safety. We are all painfully aware of the actions of ICE. About 25% of those who live in Greenbelt are foreign born. ICE may well become active in Greenbelt and GRACE wants to help if it becomes necessary.

For example, on Feb. 18, 2026, the U.S. Department of Homeland Security (DHS) issued a directive stating it intends to arrest refugees who have been in the United States for more than one year and have not yet applied for lawful extended residence (a green card).

This contradicts the USCIS policy that those here on Humanitarian Parole or other immigration categories had to wait until 6 months prior to their expiration (with parole that is 1.5 years). We assisted those in our care with the proper filings at the time needed to do so.

How many of our Greenbelt immigrants will be aware of

this policy change ( currently challenged in the courts)?  
We see illegal arrests, children coming out of school used as bait, all sorts of terror tactics that a prepared and responsive community can help dispel. We need to be part of this effort.

Another big issue are cuts in social services. Many Greenbelt families arriving here that depend on these programs. GRACE has and will continue to help in this way also.

We are expanding fundraising for our programs for foreign and domestic assistance. We have been doing this since 2022 and are confident of success this upcoming fiscal year as well.



CITY OF GREENBELT, RECOGNITION GROUP PROGRAM  
**PROJECT GRANT APPLICATION**  
Fiscal Year 2027

**FORMATTING NOTE:** Where a text box is provided, your full answer must be visible without scrolling.  
Minimum font size: 11pt.

**A. GENERAL INFORMATION, ELIGIBILITY AND SUMMARY OF REQUEST**

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. Fiscal year dates: 1/1 - 12/31
7. Contact person: Name Mona Reza Position Treasurer  
Telephone [REDACTED] E-mail [REDACTED]
8. Organization's mailing address (not a City of Greenbelt facility; checks will be sent to this address):  
[REDACTED]
9. Please describe your proposed project:

2nd Greenbelt Business Alliance Awards Gala

10. Please indicate the amount of your project grant request here 5000 and describe the intended use of these funds below. Please be as specific as possible. (Maximum request: \$5,000. See matching requirements on page 8).

GBA's first annual awards gala in 2024 was a tremendous success, celebrating standout businesses making a difference in Greenbelt. The event affirmed the GBA's role as a convener of civic and economic vitality. We made a strategic decision to skip the gala in 2025, given the somber moment of job loss and uncertainty. We believe January 2027 is the right time to splash out and honor our resilient business community with another 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.

CITY OF GREENBELT, RECOGNITION GROUP PROGRAM

# **PROJECT GRANT APPLICATION INSTRUCTIONS**

**Fiscal Year 2027**  
Updated November 2025

**Period of Support: July 1, 2026 – June 30, 2027**

**Applications and supporting documents are due by 4:30pm on Monday, February 2, 2026.**  
Submit all materials in a single email to [cpracht@greenbeltmd.gov](mailto:cpracht@greenbeltmd.gov).

**For assistance:**  
contact the Recreation Department's Administrative Coordinator  
at 301-397-2200 or [cpracht@greenbeltmd.gov](mailto: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 and Operating Grant Applications,** available online, to see how your application will be evaluated by the Grant Review Panel. 20% of your score will be based on how effectively you engage and serve Greenbelt residents. 60% of your score will be based on: the alignment of your organization's mission with the goals and requirements of the Recognition Group program; the feasibility of your proposed programs during the period of support; and the impact of your organization's programs among participants, spectators/audience members, and the community at large. 20% of your score will be based on an assessment of your organization's *need* for the funds being requested, and an assessment of *value* (the reasonableness of your request-per-resident ratio).
- 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.

**11. In-kind City support.** What non-financial assistance does the organization anticipate requesting from the City of Greenbelt during the period of support? All requests will be addressed on a case-by-case basis.

**12. 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.

**13. 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

**B. PERSONNEL.** The information requested in this section pertains to your organization as a whole and is not limited to those personnel connected with your proposed project.

- 1. Leadership (Board of Directors or equivalent).** Who are the leaders of your organization? Indicate whether individuals are Greenbelt residents. If any of these individuals are paid for their work in any capacity with your organization, also indicate "staff" (W2 employees) or "contractor".

| Name            | Greenbelt resident (yes/no) | Title or role             | Indicate all that apply: board, staff, contractor, volunteer |
|-----------------|-----------------------------|---------------------------|--------------------------------------------------------------|
| Mona Reza       | N                           | Greenbelt business owner  | board treasurer                                              |
| Joellyn Furmage | N                           | Greenbelt business person | board co-chair                                               |
| Paul Ricketts   | Y                           | Greenbelt business person | board co-chair                                               |
| Jill Connor     | N                           | Greenbelt business owner  | board secretary                                              |
| Tariq Islam     | N                           | Greenbelt business person | board member                                                 |
| Kim Kash        | Y                           | Greenbelt business owner  | board member                                                 |
|                 |                             |                           |                                                              |
|                 |                             |                           |                                                              |
|                 |                             |                           |                                                              |
|                 |                             |                           |                                                              |

If any of the above leaders are City of Greenbelt employees, please give their name, department and job title here. You may also use this space to list additional leaders as needed.

2. **Paid personnel.** As applicable, please identify up to 10 individuals who have played the most significant roles in your organization's operations during the past year in a paid capacity. Indicate whether individuals are Greenbelt residents. As applicable, indicate "staff" (W2 employees) or "contractor", and whether the individuals are short-term/temporary workers or year-round personnel. If your organization has no paid personnel, check here: \_\_\_\_\_.

| Name | Greenbelt resident (yes/no) | Title or role | Indicate all that apply: staff, contractor, short-term, year-round |
|------|-----------------------------|---------------|--------------------------------------------------------------------|
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |
|      |                             |               |                                                                    |

3. **Volunteers.** Please provide estimates for your most recently completed fiscal year. (If your organization operates on a calendar year basis, provide information for 2025.) Do not include individuals listed above who volunteer in a leadership role. If your organization is in its first year of operations, please check here \_\_\_\_ and provide estimates for your current fiscal year.

Number of **VOLUNTEERS:** 15 / % Greenbelt residents \_\_\_\_\_

% ages 12 and under \_\_\_\_\_ / % 13-17 yrs. \_\_\_\_\_ / % 18-59 yrs. 100 / % 60+ yrs. \_\_\_\_\_

Briefly describe your volunteers' roles and contributions.

Volunteer board and committee members organize, facilitate and attend networking and educational events to serve the Greenbelt business community and foster communications and shared outcomes with the City of Greenbelt's Department of Economic Development.

**C. PEOPLE SERVED.** Throughout this section, please provide information for your most recently completed fiscal year, and for your organization's activities overall. (If your organization operates on a calendar year basis, provide information for 2025.) 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 for your current fiscal year.

**1. How many people actively participated in your organization's primary programming activities?** 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 **ACTIVE PARTICIPANTS**: 75+ / % Greenbelt residents  
% ages 12 and under / % 13-17 yrs. / % 18-59 yrs. / % 60+ yrs.

Briefly explain whom you have included in these figures and how you calculated your total.

Our attendees' businesses are either located in Greenbelt or serve Greenbelt in some capacity. (Not sure where they live.) In 2025 we held networking events (breakfasts and happy hours) and convened educational/roundtable events with total attendance of 75 to 100 people in total.

**2. How many additional people participated in your organization's primary 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**: / % Greenbelt residents  
% ages 12 and under / % 13-17 yrs. / % 18-59 yrs. / % 60+ yrs.

Briefly explain whom you have included in these figures and how you calculated your total.

n/a (all of our events are participatory)

**D. FINANCIAL INFORMATION.** In addition to the information requested below, please note that a financial statement for your most recently completed fiscal year is required as an attachment. Additional information is provided on page 11.

1. If the City of Greenbelt awarded any funding to your organization in its current fiscal year budget, what was the amount? \$5000 What was the purpose (specify your project or indicate "general operating" as applicable) being applied to a marketing panel/business expo plans
2. What is your organization's current unrestricted fund balance (cash on hand which the organization may spend at its discretion)? 2,000

3. **What is your organization's current restricted fund balance** (cash on hand which can only be used for a specific purpose due to the terms of a gift, grant, or fundraising campaign)? 5000  
What is the dedicated purpose of these funds? marketing event/business expo
4. **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. Personnel expenses<br>(staff and/or contractors) | 250       |              |
| b. Facility expenses                                | 2000      |              |
| c. Insurance                                        |           |              |
| d. Online services                                  |           |              |
| e. Supplies and materials                           | 300       |              |
| f. Equipment purchases                              |           |              |
| g. Equipment rental                                 | 350       |              |
| h. Marketing and outreach                           | 500       |              |
| i. Travel and lodging                               |           |              |
| j. Food/catering                                    | 8500      |              |
| k. Awards                                           | 250       |              |
| l. Other                                            | 1000      | DJ           |
| m. Other                                            | 1000      | photographer |
| n. Other                                            |           |              |
| <b>Total Expenses</b>                               | 14,150.00 |              |

| <b>INCOME</b>                                    | <b>Amount</b> | <b>Description</b> |
|--------------------------------------------------|---------------|--------------------|
| a. Sales of goods                                |               |                    |
| b. Admission fees                                | 8650          | ticket sales       |
| c. Tuition                                       |               |                    |
| d. Fees for services                             |               |                    |
| e. Membership dues, registration fees            |               |                    |
| f. Corporate support                             |               |                    |
| g. Foundation support                            |               |                    |
| h. Individual donations                          |               |                    |
| i. Requested City of Greenbelt support           | 5000          |                    |
| j. Other grants                                  |               |                    |
| k. Organization's savings and/or interest income |               |                    |
| l. Other                                         |               |                    |
| m. Other                                         |               |                    |
| n. Other                                         |               |                    |
| <b>Total Income</b>                              | <b>13,650</b> |                    |

**a. Matching requirement.**

**If your organization is awarded a Project Grant for the first time:** for every \$1.00 awarded by the City of Greenbelt, the organization must contribute at least \$.50 in cash income -- or from savings -- toward meeting your project expenses. (Stated differently: the amount of your request cannot exceed two thirds of the total project expenses listed above in your budget.)

**If your organization has previously received City funding:** for every \$1.00 awarded by the City of Greenbelt, the organization must contribute at least \$1.00 in cash income -- or from savings -- toward meeting your project expenses. (Stated differently: the amount of your request cannot exceed one half of the total project expenses listed above in your budget.)

Funds raised from most other sources count toward your required match. Examples include: dues; registration fees; donations; sales of memberships, tickets or goods; and other grant income. Your organization may also apply existing savings toward your required matching contribution. 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 specified period of support.

E. **NARRATIVE:** Please address all of the following questions and prompts briefly, in this order, in a narrative of up to four pages. Label your responses 1, 2a, etc. Save your document as a PDF with the file name: name\_of\_organization\_narrative\_FY27

1. **Organizational overview.** What is the mission of your organization? Whom do you serve and how? Please include an overview of your organization's programming activities over the past year.

2. **Project information.**

- a. **Description.** At your option, feel free to elaborate on the project description you provided on page 1. If you don't need to elaborate, please answer "N/A".
- b. **Impact.** Explain how your project will benefit Greenbelt resident participants, and if applicable, the broader Greenbelt community. Consider both immediate and longer-term impacts as applicable. Does your organization provide any unique opportunities to Greenbelt residents that would not otherwise be available?
- c. **Resources.** What resources will be needed to implement this project, and which of them are already in place? These may include, for example: expertise, funds, facilities, supplies, equipment, partnerships with other organizations, and commitments of in-kind support.
- d. **Comparable achievements.** If applicable, describe any current-year projects or past program successes that illustrate your organization's capacity to deliver a project of the type and scope for which you are seeking support.
- e. **Financial need.** Please explain your organization's need for the requested funds in the amount you have indicated. If your organization appears to have sufficient savings to self-fund this project, please explain why public funds are being requested.

F. **Background checks**

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 adopted by the city (see below). For assistance with the background check policy, please contact Andrew Phelan, Assistant Director - Recreation Facilities & Operations, at [aphelan@greenbeltmd.gov](mailto: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

### **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.

**Background Screening is an ongoing process and is subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas.**

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**G. WHAT TO SUBMIT:** please send the following in PDF format to the address on page 1 in a single email.

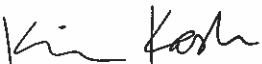
1. **REQUIRED: Completed application.** Please format your file name as follows:  
name\_of\_organization\_P\_application\_FY27.
2. **REQUIRED: Narrative.** Please format your file name as follows:  
name\_of\_organization\_narrative\_FY27. Limit: 4 pages.
3. **REQUIRED: Financial statement.** Please attach a detailed financial statement showing your actual expenditures and revenues for your most recently completed fiscal year. Indicate your fiscal year dates. If your organization operates on a calendar year basis, provide information for 2025. Please make sure that contributions from the City of Greenbelt and any other funding agencies, as applicable, are listed individually along with the amount of their support. Otherwise, no specific format is required for your statement. If your organization is in its first year of operation, please provide your budget for your current fiscal year and year-to-date data for each line item.
4. **OPTIONAL: Brief bios** for key personnel summarizing relevant knowledge, skills, training and/or experience, combined on 1-2 pages. File name: name\_of\_organization\_bios\_FY27
5. **OPTIONAL: Letter(s) of support.** You may submit up to three letters attesting to the value of the proposed project and the capacity of your organization to implement it. Each letter should be no longer than one page. Letters should please be combined in one file if possible. File name: name\_of\_organization\_letters\_FY27.

- H. **OPTIONAL: Additional information.** If applicable, please use this space to convey any important information not covered elsewhere in your application or attachments that should be considered in the evaluation of your request.

**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.**

I. **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  Date 2/18/2026

Your role within the applicant organization board member

## **Greenbelt Business Alliance Narrative**

### **1. Organizational overview.**

Greenbelt Business Alliance is a nonprofit membership organization that brings together Greenbelt businesses and organizations to catalyze sustainable economic growth. We provide resources, networking, training, marketing, and mentoring to help Greenbelt businesses and organizations thrive. GBA fosters collaborative, respectful, and compassionate connections to build a stronger, more diverse, equitable, and inclusive business community.

In the past year, GBA held networking events at La Curva on Greenbelt Road and at the New Deal Cafe. We convened a roundtable discussion with speakers who addressed issues around business banking and finance. We continued to build and refine the business database. Also, in 2025 we began to serve the community in quieter ways, having one-on-one conversations with Greenbelters who lost their longtime federal jobs and needed new connections. This kind of specific networking and connecting is at the heart of any business alliance, and we are proud to have directed several Greenbelters to new opportunities in this very challenging new business environment.

### **2. Project information.**

#### **a. Description**

With the help of our first-ever award of City of Greenbelt project funds, GBA was able to put on its first annual awards gala in 2024. It was an honor and such a pleasure to celebrate Greenbelt's businesses, co-ops and non-profit organizations and give them accolades for their work. We got lots of positive feedback from the event, and we know that the businesses who were honored were able to leverage their awards for more publicity and good will in the community. The event affirmed the GBA's role as a convener of civic and economic vitality. We made a strategic decision to skip the gala in 2025, given the somber moment of job loss and uncertainty, and are very excited to get back to celebrating local businesses' successes with a January 2027 gala.

#### **b. 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, and we will spend a smaller portion of the grant award to get the business community excited about the competition, reminding them (and re-acknowledging) the first year's top business winners, and setting up a new rounds of nominations and voting.

#### **c. Resources.**

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.

**d. Comparable achievements.**

The GBA's First Annual Awards Gala in 2024 at Martin's Crosswinds honored standout businesses and organizations making a difference in Greenbelt. CCI was named Best New Business & Best Employer. Greenbelt Co-op and Pharmacy was voted Best Nonprofit or Co-op. Generous Joe's won for Best Employer & Greenbelt Icon. Martin's Crosswinds and GHI were declared Greenbelt Icons. All of the businesses had representatives at the event to receive accolades, and they were able to use the occasion and their winning titles in their marketing. This celebratory moment affirmed the GBA's role as a convener of civic and economic vitality.

**e. Financial need.**

This year we really hope to accomplish other programmatic and administrative goals (including further work on the Greenbelt Business Directory). With help from the City of Greenbelt, we will be able to stretch our resources further and accomplish more in this year where support of local businesses is critical.

FINANCIAL INFORMATION1. Financial snapshot. Please provide actual totals for Fiscal Year 2025 (if applicable) and estimates for Fiscal Year 2026. These figures should reflect the full scope of the organization's operations.

|                                           | 7/1/24-6/30/25 | 7/1/25-6/30/26 |
|-------------------------------------------|----------------|----------------|
| City of Greenbelt funding (if applicable) | \$5,000        | \$5,000        |
| Total revenues                            | \$23,158.33    | \$15,000.00    |
| Total expenses                            | \$9,658.05     | \$5,000.00     |
| Net profit/loss                           | \$13,500.28    | \$10,000.00    |

Unrestricted year-end cash balance: \$11,541.80

\*Restricted year-end cash balance: \$5,000.00

\*\*\*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: City of Greenbelt grant funds to be used for a community based event.

