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**Welcome**

**Keep Cool Somerville** is an initiative to improve community resilience to extreme heat. The initiative began in 2020 as a collaboration between the City of Somerville and the Metropolitan Area Planning Council (MAPC) to address the health impacts of climate change. In 2021, the initiative will build upon the findings of earlier community engagement and research to focus on supporting community solutions to address heat. The initiative is advised by the Keep Cool Advisory Committee, an interdisciplinary group of city staff and community representatives, and is supported by a grant from the MAPC Accelerating Climate Resiliency Grant Program.

**About the Keep Cool Somerville Community Projects Grant Program**

Community organizations and groups are invited to propose small-scale, pilot projects to improve resilience to heat. A handful of projects will be funded to be implemented over the summer. Various types of projects are encouraged, including projects that improve public awareness of extreme heat risks and coping strategies and projects that improve residents’ access to and use of cooling resources, such as free indoor programming in air-conditioned spaces during heat waves, shade structures, pop-up cooling events, etc. We also hope to work with project groups to document what they learn over the summer as they implement their projects.

The Keep Cool Somerville project team developed a [Cooling Strategies Toolkit](https://www.mapc.org/wp-content/uploads/2021/02/Keep-Cool-Somerville_Cooling-Strategies-Toolkit-FINAL_20210201.pdf) as a resource for the City and for community groups to inspire and guide local heat preparedness activities. Grant applicants are encouraged, but not required, to draw on the Toolkit for inspiration.

**Contact**

If you have questions or need assistance filling out this application, please contact:

Hannah Payne

Office of Sustainability and Environment

City of Somerville

[hpayne@somervillema.gov](mailto:hpayne@somervillema.gov)

**Application & Mini Grant Details**

**Grant Program Priorities**

Keep Cool Somerville seeks to improve community resilience to extreme heat, especially among residents most likely to be impacted. Projects should address at least one of the following **priority areas**.

* **Affordable access to cooling at home.** Projects that promote people’s ability to cool off at home regardless of their ability to pay utility costs, their rental arrangement, any mobility impairments, or other access barriers.
* **No-barrier access to cooling spaces or creation of new cooling features.** Projects that promote access to shade, water, or air-conditioned spaces independent of a person’s ability to pay to enter, use, or stay. Projects that activate cooling spaces or make these spaces more inviting to priority populations (see list below).
* **Education and awareness building of heat risks and adaptation measures.** Creative communications and education projects that uplift local knowledge and are culturally and linguistically inclusive.
* **Community connectedness and empowerment.** Projects that engage and uplift the lived experience and knowledge of people most likely to be impacted to heat. Projects that foster community connections to promote mutual aid during heat events and other times of community stress.

**Priority Populations** as identified by our Advisory Committee and community engagement and research findings:

* Immigrant individuals and families with children
* Low-income renters
* People experiencing homelessness
* Older adults
* Youth
* People with pre-existing health conditions

**Who Should Apply**

Any resident, group, or organization with a community project in Somerville is eligible to apply (e.g., resident- or community-led group, advocacy or arts group, neighborhood or apartment associations, non-profit service providers).

**Funding Amount**

**No project is too small!** Grants can range from several hundred dollars for smaller, short-term activities to just under $10,000 for larger projects. The total amount to support projects in the summer of 2021 is $18,500.

Keep Cool Somerville grants are not paid in advance. The City can reimburse you for materials and time spent on the project. You may submit an invoice to receive a partial payment (up to 50%) if you have incurred project-related expenses and need to be reimbursed before finishing the project. The project must be completed before you submit an invoice for final payment. Invoice templates will be provided to grantees. For whomever is getting paid, a complete [W-9](https://www.irs.gov/pub/irs-pdf/fw9.pdf) is needed.

**Project Application Review Criteria**

All project proposals for the Keep Cool Somerville Community Projects grant program should:

* Target at least one of the Grant Program priority areas described above;
* Demonstrate ability to be completed before September 6, 2021;
* Has confirmed support for the proposed project if on a facility or private property (e.g., written support from the property owner, letters of support from users or abutters, minutes of a community meeting, etc.);
* Be designed and implemented to provide benefits to populations that are most likely to be impacted by extreme heat (see priority populations);
* Create opportunities for learning, replication, and development of best practices.

**Important Dates**

The deadline to apply is **Wednesday, May 26, 2021**. You can submit an application using this [link](https://mapc.az1.qualtrics.com/jfe/form/SV_dckcSJ6AGgkRZB4) or by sending an electronic copy of your responses to the questions on this document to Hannah Payne by email at [hpayne@somervillema.gov](mailto:hpayne@somervillema.gov).

The project team will host a **Keep Cool Idea Workshop** virtual event on Tuesday, May 4th, to provide an opportunity for residents and community groups to come together to share ideas for potential mini grant projects and to receive feedback and technical support the Advisory Committee and other City of Somerville staff.

After the Idea Workshop, the project team will host virtual **Coffee Hours** on May 7, 12, and 18 to provide applicants with another space to receive feedback and support with their mini grant project idea and application.

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| **Application is Available** | Early April, 2021 |
| **Keep Cool Somerville Idea Workshop** | May 4, 2021 6:00 – 7:30 PM |
| **Virtual Coffee Hours** | Friday, May 7, 2021, 12:00 – 2:00 PM  Wednesday, May 12, 2021, 5:00 – 7:00 PM  Tuesday, May 18, 2021, 10:00 AM – 12:00 PM |
| **Deadline to Apply** | Wednesday, May 26, 2021 |
| **Grant Awards Announced** | Friday, June 4, 2021 |
| **Pilot Project Implementation** | June 2021 – September 6, 2021 |
| **End of Pilot Project Survey and Meeting** | September 2021 (Date and Time TBD) |

**Project Reporting and Evaluation**

The City of Somerville hopes that these projects will raise awareness of heat preparedness efforts within the City and create opportunities for learning that can be applied to long-term heat adaptation planning and interventions.

Individual/s or organizations leading these projects will be asked to submit a mid-summer progress report in the form of a short survey, to respond to an end of project survey, and to participate in a meeting with other project leads at the end of the summer to collectively share learnings from their implemented projects.

**Application Questions**

1. Enter name of individual, group, or organization submitting the application.

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2. Enter names of partnering group or organizations (if any).

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3. Enter contact information for primary point of contact for funding request (name, position, email, and phone number).

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4. Based on the list below, which of the priority areas does your project address? Check all that apply.

* Affordable access to cooling at home
* No-barrier access to cooling spaces
* Creation of new cooling features
* Education and awareness of heat risks and adaptation measures
* Community connectedness and empowerment

5. Please provide a brief description of the proposed project and how you would undertake the work? (three to five sentences)

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6. How much funding are you requesting for your project and how did you determine the requested amount? (three to four sentences) **Note**: The City of Somerville may award less funds than requested, so please be prepared to discuss how you would scale down your project if asked.

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7. Please list your expected costs for this project, including costs for materials, project team or staff time, and any stipends.

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| Budget Item (Description) | Amount $ |
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| Total Project Cost |  |

8. Who will benefit from this project and how will you involve them in completing this project? (two to three sentences)

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9. Is this project planned for a specific neighborhood or part of the city?

* Yes
* No

(If answered yes to question 9) Please describe the location of this project?

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10. Will this project be located/take place on a private property?

 Yes

 No

(If answered yes to question 10) Do you have permission to install your project on your proposed site? Please describe any necessary permissions or permits needed for your project, what you have already obtained and how you plan on obtaining any outstanding permissions or permits.

11. (Optional) Please upload (or attach) any materials relevant for your project (e.g., drawings, letters of support, meeting minutes, etc.).

12. (Optional) What help might you need from City staff for your project?

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