



**RMC**  
Rural Maryland Council

Charlotte Davis  
Executive Director  
**[rural.maryland.gov](http://rural.maryland.gov)**

# Who we are

- An independent state agency housed under the Maryland Department of Agriculture
- First established in 1993 by Governor's Executive Order. Formally established in Maryland Statute in 1995 (Economic Development Article, Sec. 13-401)
- Funded under the State's Operating Budget
- For Fiscal Year 2017:
  - Council (Operating) funded at \$388,917
  - MAERDAF funded at \$555,917
  - RMPIF funded at \$ 2million (more to released later)

# Rural Maryland Prosperity Investment Fund (RMPIF)

- Authorized by the Maryland General Assembly in 2006.
- **Stronger rural communities**  
=  
**A stronger Maryland**
- Primary goal of RMPIF is to provide targeted investments to various regional, nonprofit and educational entities to bring Rural Maryland's standards of living up to statewide averages.



# Grant Decisions

- Grant award determinations are made by the independent RMPIF Grant Review Board set by law and consisting of the Secretaries (or their designee) of:
  - Department of Agriculture
  - Department of Business and Economic Development (now Commerce)
  - Department of Health and Mental Hygiene
  - Department of Housing and Community Development
  - Department of Natural Resources
  - as well as the Chair (or the designee) of the Rural Maryland Council.
- Decisions by the RMPIF Grant Review Board are final and binding

# Deadlines

- **Deadline to apply: August 15, 2016**
- Notification: Applicants will be notified on October 14, 2016

# Eligible Entities

- Applicants must be in “Good Standing” with the State of Maryland. Go to <http://sdat.resiusa.org/UCC-Charter/Pages/CharterSearch/default.aspx> to find if your organization is in good standing with the State of Maryland.
- We do not require a copy of the certificate; it is sufficient to provide a screen shot and attach it with your application **AS LONG AS IT SHOWS WHETHER THE ENTITY IS CURRENTLY IN GOOD STANDING.**
- An explanation for an entity not in good standing must be included with the application otherwise, the application will be rejected.
- Include a recent Form 990 (where applicable).

# RMPIF Guidelines – Rural Regional Planning & Development Councils

- **Eligible Applicants:** Tri-County Council of Western Maryland, Tri-County Council of Southern Maryland, Upper Shore Regional Council, Mid-Shore Regional Council, Tri-County Council of the Lower Eastern Shore, and multicounty efforts serving rural communities in areas not served by the regional councils.
- **Purpose:** to provide grants specifically for projects and activities of the five regional planning and development councils and for other multi-county rural improvement efforts.
- **When:** Projects must be completed between August 1, 2016 – June 30, 2017
- **Grant Amounts:** Each regional council is eligible to receive up to \$111,113 in FY2017 for rural regional planning and development assistance, as well as applications received from a multi-county effort (Frederick, Carroll, Harford) in areas not served by an existing regional council.

# RMPIF Guidelines – Entrepreneurship Development



- **Eligible Applicants:** Applicants must be local government, institute of higher education, regional council, 501(c)(3) IRS tax designation or similar and serve a regional or statewide rural constituency. Community Colleges, Career Technology Centers, Regional Councils and Libraries are eligible applicants.
- **Purpose:** to promote entrepreneurship and assist efforts that provide training and technical assistance to the entrepreneurs who can help build prosperous and sustainable rural communities by creating jobs, raising incomes, creating wealth and improving quality of life.
- **When:** Projects must be completed between August 1, 2016 – June 30, 2017
- **Grant Amounts:** No maximum grant amount; \$277,833 allotted funds, Grant Review Board will optimally fund 6 entrepreneurial projects.



# RMPIF Guidelines – Entrepreneurship Development

- **Eligible Projects:** Proposals should be regional (two or more counties) or intergovernmental (meaning two units of government).
- **Eligible Expenditures:**
  - Salaries and Wages are allowable expenses, it is highly encouraged to include a statement on sustainability for future years;
  - Administrative costs including construction, leasing and renovation of buildings are eligible; should not exceed more than 25% of grant request;
  - Purchase or rental of vehicles;
  - Meals are allowable of costs are reasonable and justified;
  - Indirect administrative costs capped at 10%.
- **Ineligible Expenditures:**
  - Acquisition of land is ineligible;
  - Purchase of equipment is ineligible.
- **Preferences:**
  - Must secure equal matching funds from non-state sources;
  - Federal funds are considered matching cash funds.

# RMPIF Guidelines – Infrastructure



- **Eligible Applicants:** Applicants must be local government, institute of higher education, regional council, 501(c)(3) IRS tax designation or similar and serve a regional or statewide rural constituency. Community Colleges, Career Technology Centers, Regional Councils and Libraries are eligible applicants.
- **Purpose:** to support projects that involve two or more units of government and are related to broadband, water, wastewater, transportation, workforce housing, and commercial/industrial facilities up to 25% of the total project costs. Workforce housing is defined as housing targeted to 80 to 120% of median income of the community in which employees work.
- **When:** Projects must be completed between August 1, 2016 – June 30, 2017
- **Grant Amounts:** No maximum grant amount; \$277,833 allotted funds, Grant Review Board will optimally fund 4 infrastructure projects.

# RMPIF Guidelines – Infrastructure

- **Eligible Projects:** Proposals should be intergovernmental (meaning two units of government).
- **Eligible Expenditures:**
  - Salaries and Wages are allowable expenses, it is highly encouraged to include a statement on sustainability for future years;
  - Construction and renovation of buildings are eligible;
  - Purchase or rental of vehicles is eligible;
  - Permitting costs are eligible expenses;
  - Indirect administrative costs capped at 10%.
- **Ineligible Expenditures:**
  - Acquisition of land is ineligible.
- **Preferences:**
  - **Must have secured over 75% matching funds from non-state sources.**
  - **A match is required for infrastructure projects.**
  - Federal funds are considered matching cash funds.

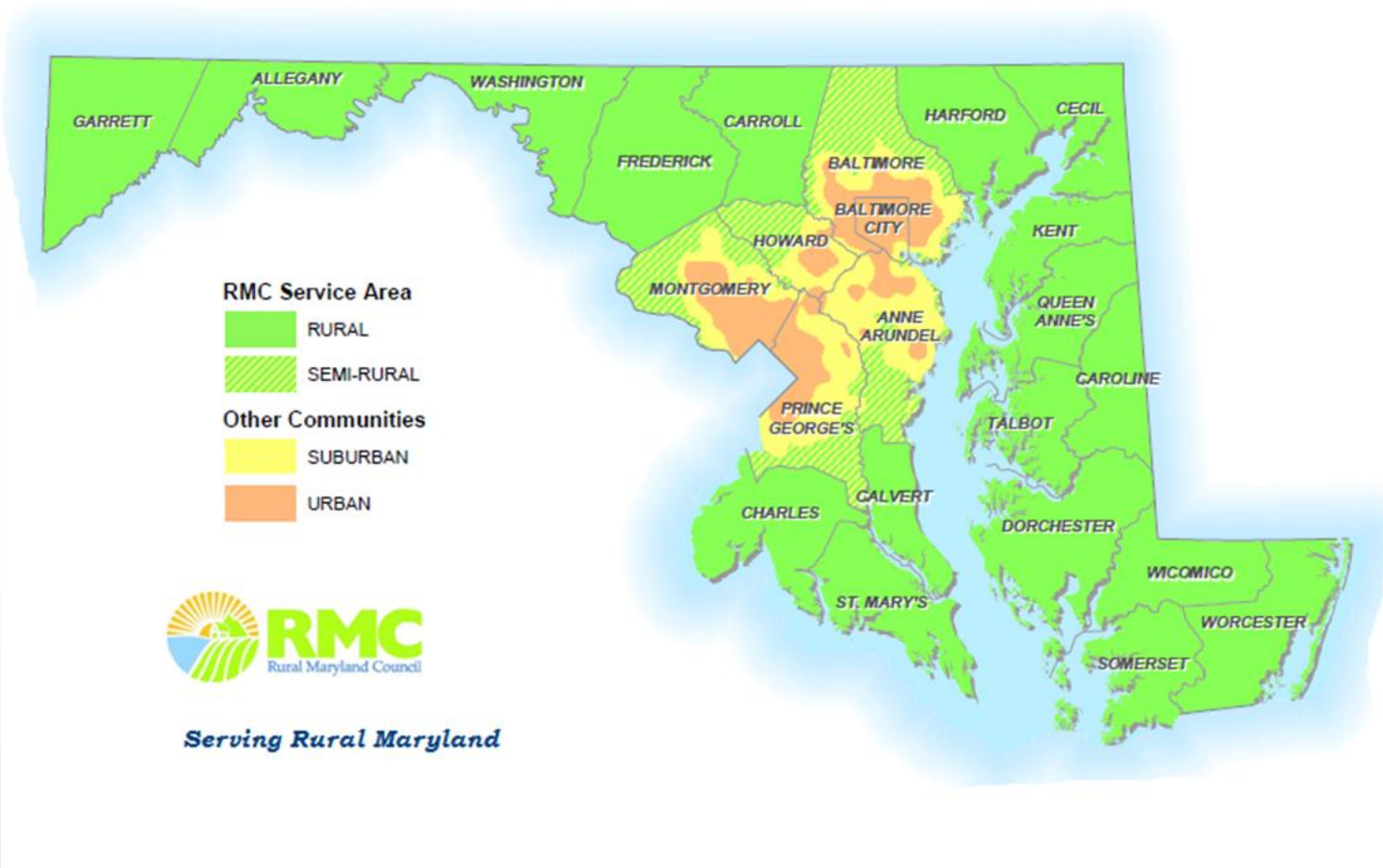
# RMPIF Guidelines – Health Care



- **Eligible Applicants:** Applicants must be local government, institute of higher education, regional council, 501(c)(3) IRS tax designation or similar and serve a regional or statewide rural constituency. Eligible applicants include federally qualified health centers, area health education centers, local health clinics and other rural-serving health organizations.
- **When:** Projects must be completed between August 1, 2016 – June 30, 2017
- **Grant Amounts:** No maximum grant amount; \$277,833 allotted funds, Grant Review Board will optimally fund up to 6 health care projects.
- **Eligible Projects:**
  - **Recruitment and retention of health care providers;**
  - **Improving access to health and medical/dental care;**
  - **Behavioral and mental health;**
  - **Chronic disease prevention and management;**
  - **Oral and dental health.**

# RMPIF Guidelines – Health Care

- **Eligible Projects:** Proposals should be regional (two or more counties) or intergovernmental (meaning two units of government).
- **Eligible Expenditures:**
  - Salaries and Wages are allowable expenses, it is highly encouraged to include a statement on sustainability for future years;
  - Administrative costs including construction, leasing and renovation of buildings or purchase of equipment are eligible; should not exceed more than 25% of grant request;
  - Purchase or rental of vehicles;
  - Meals are allowable if costs are reasonable and justified;
  - Indirect administrative costs capped at 10%.
- **Ineligible Expenditures:**
  - Acquisition of land is ineligible.
- **Preferences:**
  - Must secure equal matching funds from non-state sources;
  - Federal funds are considered matching cash funds.
  - Organizations primarily serving rural areas and locally focused are given preference.



State determined rural counties are Allegany, Calvert, Caroline, Carroll, Cecil, Charles, Dorchester, Frederick, Garrett, Harford, Kent, Queen Anne’s, St. Mary’s, Somerset, Talbot, Washington, Wicomico and Worcester. Regional projects may include non-rural counties; but the majority of service must be in rural areas.

# Ineligible Expenditures

- Contributions, donations or subsequent subawards to third parties are ineligible expenses.
- Organized fundraising including financial campaigns, solicitation of gifts or bequests, or similar expenses incurred to raise capital or obtain contributions regardless of the purpose for which the funds will be used are ineligible.

# Changes and Unused Funds

- Only very minor changes in scope are allowed after a grant has been awarded. Some project timelines can also be modified.
- Unused grant funds must be returned to the Rural Maryland Council no later than July 13, 2017.



# Ranking Criteria

- **Basic Criteria:** Applicant meets all basic eligibility requirements – it serves a regional (multi-county) or statewide rural constituency (or is a community college) and holds an appropriate IRS tax designation or is inter-governmental (meaning two units of government).
- Applicant has clearly identified a well substantiated need and developed a Scope of Work that clearly describes specific project activities and how a RMPIF grant will be used. Specific goals and measurable objectives were clearly stated and appear to be achievable.
- Its Mission Statement is included and lends itself to the activities and goals addressed in the proposal. Goals are specific, measurable, achievable, realistic, and time-bound.
- The organization has the experience, expertise and resources to deliver on this scope of work. Operational and line-item budgets were included and seem reasonable.

# Ranking Criteria (Continued)

- The applicant has equal matching funds from non-state sources.
- Other organizations, businesses, agencies and/or other community-based entities have expressed strong support for the organization's work and planned grant activities. Letters of support and other supportive materials (newspapers articles, etc.) were included.
- Project/proposal falls under one or more of the following priorities: **rural regional planning councils, rural entrepreneurship development, rural infrastructure, and rural health care organizations**. Project clearly defines a designated benchmark and outcome associated with the Rural Maryland Prosperity Investment Fund.
- Grant agreements: Awardees are required to execute a grant agreement.
- Record keeping: Grantees are required to record expenditures and file an interim and final report with the RMC.
- Sample grant agreements and reporting guidelines can be found at [rural.maryland.gov](http://rural.maryland.gov)

# Proposed Operational Budget

- Attachment A of the RMPIF Grant application, pg. 6
- Use this sheet to show all project funds, all grant funds, and all matching funds, as well as all sources of these funds.

\*Note this sheet does not automatically calculate totals.

Attachment A: Proposed Operational Budget						
Use this sheet to show all project funds, all grant funds, and all matching funds, as well as all sources of these funds. Note this sheet does not automatically calculate totals.						
Use <b>Attachment B</b> to explain these amounts.						
Name of Applicant Organization: <input type="text"/>						

Estimated Expenses	RMPIF Funds Requested	Federal, Local, Gov't	Business & Industry	Community College	Other (Include other grants)	Total
A. Salaries & Wages	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
B. Fringe Benefits	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
C. Travel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D. Equipment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
E. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
F. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
G. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>TOTAL DIRECT COSTS</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
H. Other Costs						
Materials & Supplies	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Pubs./Documentation	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consultant Services	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Subcontracts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>TOTAL OTHER COSTS</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>TOTAL Project Cost*</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

\*Total Project Cost should equal the sum of Direct Costs and Other Costs

# Line-Item Budget

- Attachment B of the RMPIF Grant application, pg. 7
- Use this sheet to explain each amount in your Proposed Operating Budget (Attachment A).

Attachment B: Line Item Budget	
Use this sheet to provide a narrative that explains each amount on your Proposed Operational Budget. (For instance, if your spreadsheet in Attachment A shows \$5,000 in travel from business/industry, explain where those funds came from, how they will be used, and what restrictions there are in using them, if any.) <b>Be concise but complete.</b> Use as much space as you need.	
Name of Applicant Organization: <input type="text"/>	
Line A: Salaries & Wages –	<input type="text"/>
Line B: Fringe Benefits –	<input type="text"/>
Line C: Travel –	<input type="text"/>
Line D: Equipment –	<input type="text"/>
Line E:	<input type="text"/>
Line F:	<input type="text"/>
Line G:	<input type="text"/>
Line H: Other Costs –	<input type="text"/>

# Requirements

- Letters of support are recommended
- Applications due **August 15, 2016**
- Projects must be completed within one year

# How to apply

- Download the application form by going to <http://rural.maryland.gov/maerdaf/> (scroll to bottom of page).
- Email your application to: [rmc.mda@maryland.gov](mailto:rmc.mda@maryland.gov) as ONE document
- You will receive an acknowledgement that your application has been received. If you do not receive an acknowledgement, contact our office at (410) 841-5772.



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