ARPA GRANT APPLICATION: HELPFUL TIPS

BEFORE

1. Before beginning the application, read all documentation on compliance and categories. These documents are found in the **American Rescue Plan Act (ARPA) Fund Grant Application Process document**.

2. Visit the ZoomGrants application to review necessary documents for completion. **Access the application** or visit **www.zoomgrants.com/gprop.asp?donorid=2236&rfpid=4259**.

3. **Review the scoring rubric** before completing the grant application. Doing so will help you frame your application in the most appropriate way possible to have the best possibility for success.

4. **Apply as soon as possible.** While the deadline is 11:59 p.m. Sept. 30, starting early will give you more time to ask questions or access information or documents you might not have on hand.

DURING

1. Applications will only be accepted via ZoomGrants. **No paper applications will be accepted**.

2. Remember: You can apply for up to **three categories of funding**; however, the projects or uses must be distinct, and each category requires a separate application.

3. **Tell your story!** The application is a chance to make your project stand out from others and share how the community will benefit. Be sure to include all the information necessary to satisfy the request.

4. For technical assistance, call **803-576-1355** or **803-576-5459**. A team member will be happy to assist you during normal business hours, 8:30 a.m.-5 p.m. Monday through Friday.

5. Richland County is holding information sessions for the public on **Sept. 12, 13, 21** and **22**. Find recordings of these sessions on the **County's YouTube page**.