



City of Mount Rainier
One Municipal Place, Mount Rainier, MD 20712
Phone: (301) 985-6585 Fax: (301) 985-6595

Purpose and Eligibility

The City of Mount Rainier believes that supporting community activities enhances the community as a whole. In support of that belief, the City Council established a Recreation Activities Grant for Fiscal Year 2026 (FY 2026). The grant provides reimbursement of eligible expenses to organizations who wish to hold programs, activities, and events. These programs must be open to residents within the corporate boundaries of the City of Mount Rainier and promote enhanced community engagement. The maximum Recreation Activities Grant award per organization for Fiscal Year 2026 will be \$2,500. Fiscal Year 2026 commences on July 1, 2025, and concludes on June 30, 2026. All grant funds must be spent in FY 2026.

Organizations Ineligible for this Grant Program

- Any organization receiving another direct or beneficial grant from the City of Mount Rainier during this fiscal year.
- Any for-profit business or organization.

Restrictions

- City funds may not be used for the purchase of alcoholic beverages.
- Cost of City permits will be waived for this grant.
- All applicable laws and regulations will apply to events funded by City grants, including but not limited to:
 - o Prince George’s County Health Department food service rules and regulations.
 - o City noise ordinance limits
 - o Fire Prevention Code regulations (e.g., building occupancy capacity, open flame prohibitions/rules, fireworks prohibitions)
- If feasible, purchases should be made from businesses located within City limits.

Location

- All events/projects must take place within the corporate boundaries of the City of Mount Rainier. The preferred locations of community events include neighborhood parks (permits may be required from Maryland-National Capital Park and Planning Commission), public or private parking lots (with owner’s written permission), or public or private open space (with owner’s permission).

Applications

- All applications must be submitted on the prescribed form; all sections of the application form must be completed. If sections or questions are not applicable, please indicate so with N/A.
- Applications should be submitted in person to City Hall or, via email, to recreationcommittee@mountrainiermd.org.
- Requested information may be provided as separate attachments as long as they reference the appropriate section of the application.



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- Project/event goals and objectives must be defined in the application.
- Budget must include both a narrative of need/justification and a breakdown of expenses.
- If this event existed previously, provide a history of prior effectiveness
- Applicant must submit a non-profit certification with the application.

Grant Application and Award Schedule

There are two deadlines for grant applications in FY'26 as follows:
 Application Deadline #1 – Friday, November 14, 2025; Announcement to follow in December
 Application Deadline #2 – Friday, March 13, 2026; Announcement to follow in April

Application Submittal, Review, and Approval

1. Grant applications are due on two due dates as noted above.
 - a. Once the grant is submitted, the Recreation Committee will acknowledge receipt and use a scoring rubric to score the application. Any questions will be sent back to the applicant by email.
2. A vote will be held at the following committee meeting using the [scoring rubric](#) as a guide
 - a. Applicants do not need to attend the meeting to defend the application; there will not be a Q&A Session.
3. If awarded, grantees will sign a simple grant agreement with the City Manager laying out the terms of the grant

Final Review and Grant Close-out

At the completion of the funded project/event, a final review of the grant will be conducted by the City of Mount Rainier. **The Applicant must submit the following to the City by June 30th, 2026.**

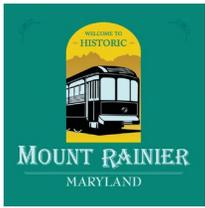
- Project Report (one-page) recapping the project's outcomes, Including, but not limited to: the number of attendees, number of partner firms/agencies, key outcomes, and next steps (if any).
- **All grant funds expended (only those dated between the award date and June 30, 2026) must be documented with dated receipts/invoices.**
- All grant funds expended correlated to the approved project/event as presented in the original application.

Note that funds that were not expended as approved, or that violate any of the tenets above, will be repaid to the City by the Applicant.

Acknowledgment

I acknowledge that I have read and understand the submittal requirements, guidelines, and final review process described above.

Name: _____
 Signature: _____
 Date: _____



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**CITY OF MOUNT RAINIER:
 APPLICATION FOR RECREATION ACTIVITIES GRANT
 FISCAL YEAR 2026
 (July 1, 2025, to June 30, 2026)**

- (A) Application Date: _____
- (B) Requested Amount: _____
- (C) Applicant Submitted by: _____

APPLICANT

(D) Name of organization (this should be the proper and legal name as stated on your seal or charter): _____

(E) Address/Telephone Number/Website Address (if any): _____

(F) Nature of organization (e.g., private non-profit human services, promotional, advocacy):

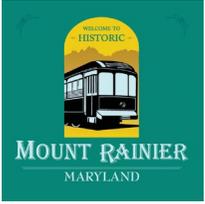
(G) Mission/Purpose of the organization [one-paragraph history, mission and goals]:

(H) Organization Leadership and Staff Roster. Please attach a roster of the organization's officers and members of the board of directors (or comparable governing body) and of staff members.

Federal Tax I.D. _____ Tax Exempt: _____

(I) Date incorporated: _____ Incorporated as a non-profit: _____

(J) State Tax I.D. # _____



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Note: grant applicants are not required to have non-profit status. Please note, however, that registered non-profits may be given preference in the application process.

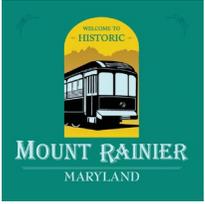
If you are a registered nonprofit, please attach a current copy of each of the following: the official incorporation documents (if applicable), a copy of the State Tax I.D., and the IRS notification of tax-exempt status under Section 501(c)(3) of the U.S. Code (or related section) along with a completed, signed and dated IRS Form W-9.

(K) Director of Organization:

(L) Proposed Use of Requested Grant Funds: Describe the intended use of the grant funds. Either after the questions below or on a separate page, provide sufficient details so that the Recreation Committee can readily associate the fund use(s) described here with the budget document provided by the grant applicant.

1. Who is the target population (i.e., who will benefit)?

2. What type(s) of service(s) and/or program(s) will be provided?



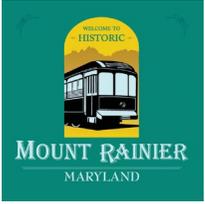
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3. Where will the service(s) be provided and/or the program(s) be conducted in Mount Rainier?

4. Proposed schedule for the project?

5. How will the grant funds be spent (describe briefly and attach a proposed project budget)?

6. What matching funds or in-kind contributions will the applicant bring to the project?



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(M) Certification

I hereby approve the submission and contents of this application and agree that any grant awarded pursuant to this application will be subject to review by the City and will be administered in conformity with the purposes stated. In addition, all financial records must be open and available to City officials upon request. Further, I hereby attest that the Applicant is in good financial standing with all public and private creditors, with no liens or judgments outstanding.

Name Title: _____

Signature: _____

Signature Date: _____