



West Harlem Development Corporation

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2026 CBG (COMMUNITY BENEFITS GRANT)

The West Harlem Development Corporation (WHDC) is pleased to announce the 2026 Community Benefits Grants Cycle (2026 CBG) for 501 (c)3 non-profit organizations (“NPO”) headquartered in Manhattan Community District 9 (MCD9), and outside NPOs whose application proposes to serve at least 75% of MCD9 residents.

WHDC intends to focus on programs that have a deep and significant impact on our community by supporting programs to protect and preserve affordable housing, support and promote equity in the arts, support our youth and older adults, and help spur economic development throughout the district. Compelling narratives and corresponding and complete supporting documents will make applications more competitive.

To be considered for the grant, all criteria must be met, and all required information must be submitted on time.

Important Dates*

2026 CBG Application goes live	May 7, 2026
Information Session (Zoom)	Thursday, May 14 @ 11am
Deadline to submit 2026 CBG complete application	Friday, June 5 @ 5pm
Award notification & first payment to grantees	August 2026
Proposed Project Start Date	July 1, 2026
Project Completion Date	June 30, 2027

* Prior notification will be provided if any dates are changed.

Organizational & Project Eligibility:

1. The applicant is a recognized 501(c)3 nonprofit organization (NPO) by the IRS, and by NYS as a public charity..
2. WHDC CBG previously funded NPO organizations are eligible to apply.
3. Organizations established within the last 12 months may apply if they can demonstrate prior program service and impact in West Harlem (Manhattan Community District 9).
4. WHDC CBG awards are to be used to fund the deliverables/programs directly associated with the applicant’s approved proposal. It is not for the applicant’s general support or internal capacity building.

5. The proposed project must include as a principal goal, and a demonstrable priority area within MCD9.
6. The proposed project and its activities must be clear and contain measurable goals that can be evaluated during and at the end of the award term.
7. The proposed project must be within the organization's program services, administrative and fiscal capabilities.
8. The proposed project budget must include diverse financial resources and **cannot** include in-kind donations or expenses. **WHDC will not fund more than 50% of the proposed project budget.**
Funding that includes foundation, corporate and government support, private contributions, cash, and appropriate earned income is acceptable.
9. Proposed projects should be free to the West Harlem public, and ones that contain fees should be minimal.
10. All proposed projects must be covered by the applicant organization's General Liability Insurance, and its service activity must comply with the Americans with Disabilities Act (ADA).

Grant Amounts

Grant awards are determined on a competitive basis and award amounts based on community impact.

Eligible organizations may apply for a grant ranging from **\$5,000 to \$30,000**.

Applicant awardees will receive their funds in two installments: an initial advance payment of 50% upon receipt of the grant agreement, and another 50% upon approval of the interim report. A final report will be required at the end of the grant cycle, and if not submitted, will prohibit the organization from applying in future WHDC grant cycles.

Each applicant is expected to start and end their projects as indicated above and must complete all programming as proposed regardless of the amount awarded.

Applicants must state expected outcomes, and how WHDC funding will improve expected success rates.

WHDC's staff and Board of Directors reserve the right to suggest amendments to proposed projects. WHDC reserves the right to publish parts or whole applications, project reports, and images related thereto on its website.

Boundaries

West Harlem encompasses the MCD9 neighborhoods of Morningside Heights, Manhattanville, Hamilton Heights, and Sugar Hill. Extending from 110th Street to 155th Street, the boundaries

are Cathedral Parkway on the south to 155th Street on the north; Manhattan, Morningside, St Nicholas, Bradhurst, and Edgecombe Avenues on the east to the Hudson River on the west. Applicants may access [NYCMap](#), an interactive free online map to confirm MCD9 location

Funded projects can be as different as the organizations providing them, but they will all have a common commitment to MCD9 and public participation in six priority areas as outlined below.

Priorities and Criteria (WHDC reserves the right to update the priority area of an application).

Applicants must select a priority area that best corresponds to their project.

Priority Areas

1. **Health & Human Services** - Projects that demonstrate that they promote and protect the health of MCD9 residents and provide essential human services to many.

2. **Housing Affordability & Preservation** - Projects that preserve and sustain affordable housing, that support racial equity and economic security, access to permanent housing opportunities and that provide a mechanism to ensure that the residential units remain affordable over time for MCD9 residents.

3. **Economic & Workforce Development** - Projects that engage MCD9 local businesses, tackling current challenges, and advancing entrepreneurial economic growth as well as workforce development.

4. **Youth & 5. Older Adults Services** - Projects in this priority area provide instruction to support older adults and youth by creating a strong foundation for growth and stability that educate and empower them.

5. **Arts & Culture** - Projects that cultivate, support, and promote the works of West Harlem artists and arts & culture organizations who create and work in MCD9. Projects that have a commitment to public service and public participation that not only commemorates and preserves West Harlem's rich cultural history but also celebrates its rich cultural diversity.

The Sub-Priority areas are:

1. **Health & Human Services** - food insecurity or social services

2. **Housing Affordability & Preservation** - affordable housing

3. **Economic Development** - workforce

4. **Youth** - afterschool, arts, at-risk, college/career prep, mental health, preschool, sports, STEAM, or workforce

5. **Older Adults Services** - arts or social services

6. **Arts & Culture** - dance, film, theater, music, multidisciplinary or visual arts

Eligibility

2026 CBG **will fund** proposed project-based services where:

- The applicant organization has completed a prior year's reporting requirement
- Project activities take place within the grant term (July 1, 2026 – June 30, 2027)
- Project activities will not include clearly stated fundraising events, receptions, capital construction or renovation of facilities
- Project funding is non-sectarian and non-religious in content
- Project funding is not largely allocated to an individual
- Project funding is not used for lobbying or government advocacy efforts
- Payments are made directly to the grantee organization without a third-party fiscal sponsors

2026 CBG Application

The following are questions that the applicant will answer as they move through WHDC's [Fluxx](https://westharlemdc.fluxx.io/) (<https://westharlemdc.fluxx.io/>) application portal. They are provided here so that the applicant may prepare their answers in advance. Note: Fluxx does not autosave or autocorrect. Click "Save" often to ensure your information is saved.

Executive Summary

- Executive Summary - a brief description of the proposed project that should answer the questions, who, what, when, where, why, and how often, especially the organization(s) involved, duration. (500-character limit)
- Title of Proposed Project
- Priority area selection that best aligns with your application (a dropdown list will be provided)
- Sub-priority area that best aligns with your application (a dropdown list will be provided)
- Applicant organization type, a dropdown option to select whether applicant is MCD9 based or an outside NPO whose proposed project benefits 75% MCD9 residents.
- How many MCD9 residents will directly benefit from this project

Statement of Need

Explain how this project addresses specific needs within West Harlem, referencing data or examples. (2,000-character limit):

Project and Organizational Narrative

- Describe your organization's structure, staffing, and relevant experience.
- Provide a project timeline, goals, and how its success will be measured.
- Be sure to answer these key questions: What will change? How many individuals/entities will be affected by the change? (2,000-character limit total for all three questions).

Project Budget Template and Budget Narrative

WHDC supports 50% of the total project expenses. Ensure your budget narrative includes the following:

- Detailed income + expenses for your project
- Funding sources; both confirmed and anticipated
- In-kind contributions should only appear in the narrative, not the Excel budget

Funding Request Information:

Provide a detailed budget narrative that corresponds with the line items in your uploaded Project Budget (2,000-character limit).

Grant award amounts are determined based on projected community impact.

Eligible organizations may apply for a CBG amount ranging from \$5,000 to \$30,000.

Operating Expenses for current fiscal year:

Operating Funds for current fiscal year:

Proposed Project Expense Budget:

Funding request amount:

Download the Project Budget Template [HERE](#):

- Refer to the "Instructions" tab for the step-by-step completion process
- Enter all required information in Sections I - IV) of the "Grant Budget" tab
- Save and label the file "OrganizationName_Budget"
- Click on the + icon to upload
- Save a copy of the Excelbook. The other tabs are required grant reporting

Distribution of Review Points:

Executive Summary	10
Statement of Need	15
Project Narrative	30
Organizational, Administrative, and Fiscal Capacity	20
Budget and Budget Justification	15
Priority Emphasis and Overall Impression	10
Total Maximum Score	100

Supporting Documents

Document Checklist to be included with the CBG online project application:

- Completed WHDC Project Budget Template / Grant Budget Tab
 - Most recently submitted IRS Form 990*, and NYS CHAR500 for the organization's FY24 or FY25, whichever is later. You may submit a link to your organization's CANDID and/or NYS Charities Bureau organizational profile.
 - List of most up-to-date Board of Directors, their position, professional affiliation, email address and phone number.
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- Under \$50,000: FY24 or FY25 IRS 990-N and Signed Treasurer's Financial Report of the last fully completed fiscal year;
 - \$50,000 or over but less than \$250,000: FY24 or FY25 IRS 990;
 - \$250,000 or over but less than \$750,000: FY24 or FY25 IRS 990 and Independent Accountant's Review (IAR);
 - \$750,000 or over: FY24 or FY25 IRS 990 and Audited Financial Statement.

Other Requirements

Grantees must provide Comprehensive General Liability Insurance when required for the administration of this project.

Grantees must comply with the Americans with Disabilities Act (ADA). By checking this box I certify that the proposed project is ADA compliant.

Grant Award Installment Payments & Interim/Final Reports

WHDC will provide prospective grantees with a budget and report template to submit periodic reports. The Interim Report will be due 3 months following the award notification.

As mentioned above, CBG award payments will be made in two installments of between **\$5,000 - \$30,000**, as follows:

- Signed CBG agreement (50% of grant award) and
- Approved CBG Interim or Final Report (50% of the grant award)

The last payment will be subject to satisfactory evaluations that will assess progress towards project goals. Virtual and/or in-person site visits will take place by WHDC staff during the grant cycle.

All Installment Payments will be made via Electronic Fund Transfer or EFT (ACH). The applicant awardees will be asked to provide the necessary information with their award letter and agreement.

Grantees must comply with the interim and final reporting requirements on the appropriate Excel Project Budget Template forms. Organizations that do not comply with reporting requirements (*including a CB9 Presentation Form*) in a timely manner may lose current-year funding and may be ineligible for future grants with WHDC.

WHDC Acknowledgment

Grantees project brochures, flyers, posters, and announcements relating to services funded by WHDC are required to include the following statement: “This program is funded by the West Harlem Development Corporation” along with the WHDC logo, which may be requested by emailing: grants@westharlemdc.org.

In addition to the logo and acknowledgement, any printed list of contributors to a program or service funded by WHDC is required to include “*West Harlem Development Corporation*” in the contribution category list.

Performance Evaluation

Grantees must spend WHDC funds in accordance with the terms of the agreement.

Information regarding upcoming events should be shared with WHDC.

WHDC may request further information after submission of the application.

Manhattan Community Board 9 Engagement

To ensure proper outreach into the local community, WHDC encourages all grantees to provide a brief presentation on their WHDC-awarded project to Manhattan Community Board 9 (MCB9). Grantees should **reach out to the MCB9 committee that best aligns with your WHDC-funded project** To learn more about MCB9, visit: <https://www.cb9m.org/>

Frequently Asked Questions:

Frequently asked questions will be addressed by WHDC staff at the Zoom Informational Session on Thursday, May 14 at 11am, which will be recorded, and uploaded to the WHDC website for reference. RSVP [here](#)

Applicants are urged to register and attend the webinars, especially if the organization is a new applicant or if a new staff member will be working on the application.

If you have any updates or questions about the grant, please email: grants@westharlemdc.org

Updated: June 2, 2026