Job Development Authority (JDA)
Donation/Grant Request

Buffalo JDA is committed to creating sustainable prosperity that brings long term social and economic benefits for all community members, businesses and, organizations. Any donations we make should support initiatives that build economic, social, and cultural capacity and create a social and economic legacy. This policy is intended to set guidelines on the type of donations we provide, the criteria, availability of funds, and procedures in order to secure any grant monies.

Funding Priorities

To assist in the development of prosperity within the community, JDA has determined they will fund community betterment projects such as education, community development, arts & culture, business development, housing development, and capital improvements to structures.

Area Objectives

- Community Development – Program should focus on creation of sustainable prosperity to include building capacity and physical infrastructure.
- Education – programs should be designed to support youth and adult continuing education. Theses may be targeted by age group, skill development, and internship.
- Arts and Culture – projects should seek to strengthen culture and diversity of the local community.
- Those that preserve heritage and promote traditions are encouraged.
- Business Development – Project should establish a new business or expand services/employees of existing.
- Housing Development – Project should focus on creation of additional housing opportunities to include single or multi-family, and low income housing.
- Capital Improvements – Projects that update existing structures, provide signage, landscape improvements, or general improvement/upgrades – i.e.: painting projects, siding/cladding projects, storefront and/or window replacement, and other similar projects.

Funding Allocation

JDA has established a yearly donation budget which within it will make their approvals. This amount will be distributed on a first-come, first-serve basis from any of the area objectives on a quarterly basis.
No more than 50% of the annual funding allocation budget will be committed to any single request.

Funding Requests

Submission of funding requests
Proposals should be submitted in writing to the JDA President. Solicitations by phone will not be accepted.

Proposals

Proposals should include the following:

Organization

- Contact person's name, title, address, email, and telephone
- Description of organization's background, objectives, and mission
- Current operation budget and types of revenue sources, including government funding
- Names of directors and trustees
- Any previous relationship with JDA should be discussed

Request:

- Details about project, including objectives, time frames, and measures for evaluated success
- Potential number of individuals this will benefit
- Description of how community will benefit in both short term and long term
- Details of any previous or current projects of similar nature
- The nature and amount of support being sought and overall funding for the project
- Current and anticipated contributors and partners besides the JDA

*JDA will **not** typically fund the following requests:*

- Organizations that discriminate on the basis of race, color, creed, gender, ethnicity
- Organizations dedicated to the advancement of religious or ethnic interest
- Advertising and promotions
- Funding for meals, travel, or accommodations

Administrative Process

Review and approval – donation requests are assessed reflecting the general objectives of the donation policy, and judged on the following criteria:

- Importance of need and existing services and facilities
- Creation of long-term results in the community
- Financial viability and effective management of the project and organization
- Length of project

JDA accepts applications on a semi-annual basis with deadlines of March 31st, and September 30th of each year. Based upon the decision of the JDA, the requesting organization will be contacted with the results and arrangements for disbursement of funds will be made within 30 days.