



Innovation Fund

Investment Proposal

Submitted by:

Read these instructions before completing the proposal. City agencies or quasi-City agencies are eligible to apply for Innovation Fund investments. Grantees are not eligible to apply for Innovation Fund investments, but can partner with eligible agencies. Each section of the proposal is required to be filled in completely. Incomplete applications will not be considered. Please keep free response questions to less than 150 words. Attach all photos and additional notes on the last page. Proposals are accepted on a rolling basis.

Part I – General Information			
Requesting Agency			
Service Name		Service Number	
Project Name		Proposed Investment	

Part II – Primary Contacts/Project Managers			
First Name			
Last Name			
Email Address		Phone Number	
Work Address			
First Name			
Last Name			
Email Address		Phone Number	
Work Address			

Part III – Project Description

Please describe your proposal here. Include any key benefits you expect for your agency, customers, and the City of Baltimore. Indicate here whether your investment will be paid back via new revenue, cost savings, or both.

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Part IV – Implementation Plan

Please provide more detail about the following concepts below:

Resources Needed (Human, Social, Organizational, Physical, Technological):

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Project Timeline:

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Risks:

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Part V – Evaluation

Define the overall goals and success in the context of this project. Please include potential performance measures, estimates of how this project will affect outcomes, and how the project impacts equity.

Part VI – Budget

Please list and describe all one-time and future costs associated with the project.

Part VII – Acknowledgment and Approval

Each of the undersigned specifically represents the information provided in this application is complete, true, and correct as of the date set forth and understand that the submission of this proposal does not constitute a formal application for investment or a commitment to lend.

Project Manager		Date	
Project Manager		Date	
Fiscal Officer		Date	
Agency Head		Date	

Please submit your completed proposal with original signatures to
Aaron.Moore@baltimorecity.gov.

Additional Information