



Call for Phila2050 Community Partners

Introduction

Join the Philadelphia City Planning Commission in planning for Philadelphia's future!

The Planning Commission is updating Philadelphia's Comprehensive Plan. This update will influence the way the city looks, new housing opportunities, how public spaces and infrastructure are supported, and the big decisions Philadelphia will face over time. We're calling this updated plan **Phila2050: Planning Together**.

The Planning Commission will be doing community engagement across the city to gather input on the Plan. To ensure the Plan deeply reflects community experiences and ideas, the Planning Commission is seeking **Phila2050 Community Partners**—local groups and organizations that will help us engage with residents in meaningful ways.

As a **Phila2050 Community Partner**, you will receive funding to help residents share their stories, imagine the future of our city, and work with the Planning Commission to develop ideas on how to achieve their goals. You'll also take a specialized Citizens Planning Institute course to learn about comprehensive planning and strengthen skills in data collection and analysis. With support from City staff, you will host community engagement activities, help shape the final Plan, and share back what you learn.

Please find more information on the Phila2050 Community Partners opportunity and how to apply below. Join us in planning for a better future—together!

Have questions? Email phila2050@phila.gov

Phila2050 Community Partner opportunity overview

Project goals

1. Ensure community needs and visions are addressed in the updated Comprehensive Plan by creating Plan recommendations and goals *with* communities.
2. Provide communities with tools and information needed to participate in and guide planning.
3. Create opportunities for community connection and conversation to build energy and momentum for community initiatives.
4. Address legacies of inequality by resourcing and collaborating with communities historically left out of planning discussions and decisions.
5. Increase transparency and accountability in the comprehensive planning process.
6. Work with communities to understand their visions and needs and identify ways to move them forward

Equity-based audiences

To advance the goal of resourcing and collaborating with communities historically left out of planning discussions, the Planning Commission encourages applications from community groups whose members identify with or work closely with residents who have the following identities or experiences:

- People of racial or ethnic minorities
- Foreign-born or immigrant communities
- People with limited English proficiency
- Low-income households
- LGBTQ+ individuals
- People with disabilities
- People impacted by the criminal justice system
- People who are or have experienced homelessness or housing insecurity
- Youth or caregivers for youth
- Elders or caregivers for elders

Eligibility

To be eligible for this program, applicants must:

- Work within Philadelphia and with Philadelphia residents
- Be able to complete these program activities throughout the established program period
- Send two staff or community leaders to a 6-week Citizens Planning Institute course taking place in August-September
- Be a 501c(3), an LLC, or have a 501c(3) fiscal sponsor
- Not be a political organization, a lobbying organization, or an individual
- Not have an existing contract with the City of Philadelphia that covers any of the scope of work below

Award

The Planning Commission will provide funding to eight (8) selected Phila2050 Community Partners. Community groups can apply for this program at one of two levels:

Nine (9) Month Partnership: \$15,000* for a term of August 2025- April 2026 dispersed in one payment at the start of the partnership.

*Community organizations that work with residents who need translation or childcare to take part in activities can request reimbursement for up to an \$2,500 for each service in addition to the \$15,000. This money can be used to contract with individuals or organizations to provide translation or childcare services.

Community Partners who select the 9-Month Partnership and meet reporting requirements will be given the opportunity to apply to extend their partnership an additional nine months to include the additional scope of work, timeline, and difference in funding levels included in the 18-Month Partnership.

Eighteen (18) Month Partnership: \$30,000** for a term of August 2025-January 2027 dispersed in two payments with \$15,000 provided at the start of the partnership and \$15,000 provided in the ninth month of the partnership.

**Community organizations that work with residents who need translation or childcare to take part in activities can request reimbursement for up to \$5,000 for each service in addition to the \$30,000. This money can be used to contract with individuals or organizations to provide translation or childcare services.

Scope of work

Phila2050 Community Partners will work with their community(ies) to share stories, envision their future, and ensure that ideas are represented in the City's updated Comprehensive Plan.

All Community Partners will complete the following activities:

1. Learn about Comprehensive Planning

Community Partners will name two of their members to oversee the Community Partner's work on this project. These two individuals will attend a six-week Citizen Planning Institute course to:

- learn about comprehensive planning and why it matters
- build skills in community engagement, data collection and analysis, and achieving goals
- connect with other Community Partners to share knowledge and brainstorm ideas

This course will meet for three hours, once per week, for a six-week period in the late summer/early fall.

2. Share Information:

Community Partners will inform their community(ies) about the Comprehensive Plan. This includes:

- helping their community(ies) learn what the Comprehensive Plan is
- sharing information on ways to give input for the Plan
- advertising engagement opportunities hosted by the Planning Commission
- providing updates on the project

Community Partners should share information in ways that are accessible to their community(ies).

3. *Host Story Sharing and Community Visioning Engagements:*

Community Partners will facilitate story sharing opportunities for their community(ies) and collect input on residents' visions for the future of their neighborhood and Philadelphia through open-ended surveys called "Vision Cards."

We encourage Community Partners to consider using [Philly Folklore Project's Storytelling Tactic](#) to host story sharing workshops. Philly Folklore Project created this engagement tactic with community leaders for use by Community Partners. They have found that the tactic helps build community and generate energy for community organizing.

Community Partners are welcome to use other story sharing and visioning engagement methods as part of or in addition to the Philly Folklore Project's Storytelling Tactic.

Note: *The Planning Commission only asks Community Partners to collect "Vision Cards" from community members. The Planning Commission will not ask Community Partners to document or report stories shared.*

4. *Analyze Community Visions:*

Community Partners will join three (3) meetings with Planning Commission staff to look at the "Vision Cards" collected in the story sharing and community visioning engagements. In these meetings, Planning Commission staff will work with Community Partners to identify common themes. Community Partners will also check Planning Commission staff's work to make sure that they understand what residents shared. From what community members shared, Planning Commission staff and Community Partners will decide what topics to ask their communities about in more detail.

5. *Share Learnings with their Community(ies)*

Community Partners will share with their community(ies) what they learned from the engagement process and what they heard. Community Partners should share in a way that helps community members understand and process the information and identify ways they can advance their visions -- both through the Comprehensive Plan and the tools they already have in their own communities.

Community Partners in the 18-Month Partnership track will complete these additional activities:

6. *Engage to Learn Specific Needs and Ideas for Achieving the Visions*

Community Partners will gather more in-depth information on their community(ies)'s needs and ideas for achieving the community visions gathered in the previous engagements.

Community Partners will:

- conduct engagement to gather more detailed information about specific needs to achieve the visions shared in story sharing and community visioning engagements
- work with their community(ies) and Planning Commission staff to explore ideas and opportunities for bringing the community visions to life
- advertise and attend public workshops hosted by the Planning Commission. These workshops will be used to create draft plan goals and recommendations by bringing together multiple communities to share engagement findings, learn what has worked in other places, and identify what they would like to see implemented in their communities.

7. *Share Findings with Planning Commission Staff in a Tour*

Community Partners will take Planning Commission staff on a visit to places important to their community(ies). These visits will help the staff develop a deeper understanding of the values and needs of communities.

8. *Review and Collect Feedback on the Draft Plan*

Community Partners will work with their community(ies) to review the drafted plan goals and recommendations. Community Partners will document their community(ies)'s suggested changes and share them with Planning Commission staff. The staff will incorporate this input to revise the plan recommendations before finalizing the Plan

Deliverables

These deliverables make sure the updated Comprehensive Plan and planning process support communities in advancing their goals for Philadelphia.

All Community Partners will complete:

- **Project Status Meeting and Report of Story Sharing and Community Visioning Engagements (Due November 2025):** A report summarizing key findings from community engagement activities, with copies of all Vision Card surveys collected.
- **Mid-Program Check-In Meeting (Due February 2026):** A meeting to give an update on work to date, provide feedback on the program delivery, identify how the Community Partner plans to share what they learned with their community(ies), and determine any additional ways the Planning Commission can support the Community Partner.

For 9-Month Partnership Community Partners, this will be the meeting where they can submit an application to the Planning Commission to extend their partnership to the full 18-month period.

9-Month Partnership Community Partners who do NOT extend their partnership to the full 18-months will also complete:

- **9-Month Report (Due April 2026):** A report providing feedback on the Community Partner Program and summarizing how they shared what they learned with their community(ies).

18-Month Partnership Community Partners will also complete:

- **Project Status Meeting and two Reports: 1) Report of Specific Needs and 2) Report on Engagement Activities (Due May 2026):** Community Partners will meet with Planning Commission staff to share what they learned about their community(ies)'s needs and ideas for achieving outlined visions. They will also submit a report containing notes from their community engagement activities.
- **Project Status Meeting and Report of Comments on the Draft Plan (November 2026):** Community Partners will meet with Planning Commission staff to share feedback from their community on the draft Comprehensive Plan. They will also submit a report containing notes from community(ies) engagement activities and meetings they conducted to review the draft Plan.
- **18-Month Report (Due January 2027):** A report providing feedback on the Community Partner Program and summarizing how they shared what they learned with their community(ies).

Project timeline and deadlines

<i>Project Phase</i>	<i>Activity</i>	<i>9-Month Partnership</i>	<i>18-Month Partnership</i>
Phase 1: Visioning	Community Partner Citizens Planning Institute Course	<i>August-September 2025</i>	
	Host Story Sharing and Community Visioning Engagements	<i>September-November 2025</i>	
	Analyze Community Visions	<i>November 2025-February 2026</i>	
Share Learnings	Share Learnings with Community(ies)	<i>February – April 2026</i>	<i>February 2026– January 2027</i>
Phase 2: Review and Refine	Engage to Learn Specific Needs and Ideas for Achieving the Visions	<i>N/A</i>	<i>March-May 2026</i>
	Share Findings with Planning Commission Staff in a Tour	<i>N/A</i>	<i>March-May 2026</i>
Phase 3: Draft to Final	Review and Collect Feedback on the Draft Plan	<i>N/A</i>	<i>August 2026 – January 2027</i>

Support and opportunities for Phila2050 Community Partners

To support Community Partners in their work for this program and the work they do within their community, the Planning Commission will provide the following types of support and opportunities:

- **Resource Fair** – Community Partners will have the opportunity to attend a resource fair designed to connect them with local resources and providers that can support their work within communities.
- **Funding for Skill Building** - During the term of the program, Community Partners will be able to submit a proposal to the Planning Commission to access additional funding (up to \$400 per

partner) to attend trainings, attend conferences, receive coaching, or host education opportunities within their communities. These educational opportunities are intended to invest in Community Partners and their community(ies)'s skills and can be used for training in subjects including but not limited to community organizing, nonprofit management, fundraising, and project planning.

- **Materials for Hosting Engagement Events** – The Planning Commission will provide Community Partners with flyer templates, sign in sheets, note taking templates, and other paper materials needed to help Community Partners host and document engagement events.
- **Citizens Planning Institute (CPI) Alumni Opportunities** – Citizens Planning Institute's Alumni Network is made up of 780 community leaders from across Philadelphia who have taken the Citizen Planning Institute course. By joining this network, Community Partners will gain access to alumni programming throughout and after the Community Partnership Program. This includes:
 - classes on special topics related to planning and development
 - opportunities to present on projects and ask for input from fellow Community Partners and CPI's alumni
 - networking events to meet and connect with CPI's 780 alumni
- **Connections to Funders** – The Planning Commission will help host an event to connect Community Partners to grant-making organizations working in Philadelphia to help Community Partners learn about funding opportunities.
- **Opportunity to Present at Conferences** – Community Partners may be invited to apply to present with the Planning Commission at conferences to share information about the Comprehensive Plan Update engagement process. If selected to present, the Planning Commission may support Community Partners' ability to attend by subsidizing conference fees and travel expenses.
- **Opportunities to Guide Plan Implementation** – Community Partners will have the opportunity to join a steering committee to guide the City's implementation of the goals and recommendations of the Comprehensive Plan.

Funding restrictions

Phila2050 Community Partners must agree to comply with all applicable laws with regard to the use of these funds. Community Partners may not use any funds provided through this program to attempt to influence legislation or the outcome of any specific election for candidates to public office.

Community Partners must agree to acknowledge funding from the Department of Planning and Development in all print, broadcast, and online media concerning this program or the project activities.

Application process

Submission requirements

To apply, applicants must complete the [Phila2050 Community Partner Application Form](#). This form asks questions about the applicant's relationship with their community(ies), recent successes, outreach and engagement experience, and project budget priorities.

Application review process

1. **Application Review:** Applications will be anonymized and reviewed by a selection committee that will include City of Philadelphia employees with expertise in community engagement and Phila2050 Steering Committee members. This committee will evaluate each application based on the following criteria:
 - a. Equity audience representation
 - b. Strength of relationship with their community(ies)
 - c. Creativity of outreach and engagement ideas
 - d. Demonstrated ability to do engagement or appetite to learn how to do engagement
 - e. Responsiveness to community needs
2. **Site Visit:** Top applicants will be asked to host Planning Commission staff at their location or at a place in their community for a brief site visit and interview.
3. **Final Decision:** Phila2050 Community Partners will be chosen based on their application and performance at the site visit.

Application timeline

<i>Activity</i>	<i>Date</i>
Application released	<i>April 21</i>
Information Session – RSVP here	<i>May 15, 6:00pm (virtual)</i>
Applications due	<i>May 30</i>
Top applicants selected for site visit. Other applicants notified that their proposals are not advancing.	<i>July 15</i>
Community Partners announced	<i>Mid-August</i>

How to apply

Apply to be a Phila2050 Community Partner: [Phila2050 Community Partner Application Form](#)

Sign up for the Phila2050 Community Partner Application Information Session: [RSVP here](#)

Have questions about this application? Email phila2050@phila.gov