

**For reference only – applications will be accepted electronically at**

<https://sbgpartnership.submittable.com/submit>

## **SBGP Board Member Application, Summer 2026**

**Applicant Name** (required)

Limit: 300 characters

Enter your full name.

**Applicant Phone** (required)

Enter your phone number.

**Applicant E-mail Address** (required)

email@example.com

Enter your e-mail address.

**How did you learn about the opportunity to apply to join the SBGP Board of Directors? (Check all that apply.)** (required)

Community meeting

A neighbor

A Facebook or other social media post by SBGP

A Facebook or other social media post by someone other than SBGP

- The SBGP website
- An email from SBGP
- Not sure
- Other

**I am a \_\_\_\_\_ of the South Baltimore Gateway District. (Check all that apply.)** (required)

- Resident
- Business representative
- Neither

To the maximum extent practical, the SBGP Board shall reflect the full diversity of the District’s neighborhoods, residents, and businesses.

The majority of the members of the Board (at least 11) shall be residents of the District. That is, their primary residence must be located within the District.

At least 4 members of the Board shall be representatives of businesses located within the District. To qualify, a business must own, occupy, or lease real property in the District on which it operates an office, headquarters, manufacturing facility, retail store, or other ongoing operation. A nonprofit 501(c)(3) or 502(c)(10) organization that meets this criteria qualifies as a “business.” A business representative may, but need not, reside in the District.

**Tell us about yourself, why you're interested in our work, why you want to serve on the SBGP Board, and what makes you a good fit for the SBGP Board.** (required)

Limit: 500 words

We want to get to know you, understand why you want to serve on the SBGP Board, and understand why you're a good fit for the SBGP Board.

Tell us about your personal and/or professional background. Explain why you want to serve on the SBGP Board and what strengths and value you would bring to the SBGP Board.

**I represent the following constituency/ies in the South Baltimore Gateway District:** (required)

- Residents, community association, or other resident/community group
- Business, business association, or other business organization
- A specific neighborhood or area of the District
- An institution or other stakeholder in the District
- Youth (up to 18 yo)
- Adults (18 yo +)
- Seniors
- Other
- None

Indicate any constituency/ies you represent in the South Baltimore Gateway District. Check all that apply.

This may include your neighbors/neighborhood if you indicated you're a resident, your business if you indicated you're a business representative, or others.

If not applicable, check "None."

**Has this constituency been represented on the SBGP Board in the past?** (required)

- Yes
- No
- Unsure
- Not applicable

**The constituency/ies you represent** (required)

Limit: 500 words

Name and describe the constituency/ies you represent, including how long you have represented the constituency/ies, and why the constituency/ies is/are important to SBGP's work.

If not applicable, write "None."

**Communication plan with your constituency/ies** (required)

Limit: 500 words

Explain your capacity and plan for communicating SBGP's work and news to the constituency/ies you represent.

If not applicable, write "None."

**Letter/s of Support**

**Choose File**

Select up to 5 files to attach. No files have been attached yet. You may add 5 more files.

Acceptable file types: .pdf, .doc, .docx, .jpg, .jpeg

(Optional)

Applicants are strongly encouraged to provide a letter/s of support or recommendation from your community or the constituency/ies you represent.

Acceptable file types include pdf, .docx, .doc, and .jpg.

In addition, there will be an open period for public comments in support of or opposition to an applicant. The names of all applicants will be posted and publicly available on the SBGP website. Anyone who wishes to comment on any of the

applicants, must do so in writing and with attribution (anonymous comments will not be accepted or considered) by emailing [board@sbgpartnership.org](mailto:board@sbgpartnership.org).

### **Engagement/Familiarity with SBGP** (required)

Limit: 500 words

Explain any past engagement/experience with SBGP and our work, including but not limited to:

- Received a grant or contract from SBGP
- Volunteered on an SBGP project
- Attended an SBGP meeting
- Heard about SBGP at a meeting, from a neighbor, from an SBGP Board member, or through other means
- Follow SBGP on social media

If not applicable, write "None."

### **Special Skills, Expertise, and Experience Relevant to SBGP's Work**

Limit: 500 words

(Optional)

Explain any special skills, expertise, and experience you possess relevant to SBGP's work.

This could include but is not limited to:

- Legal, accounting, marketing, finance, grantmaking experience
- Other professional experience
- Representation of an underrepresented group or community
- Volunteer work
- Foreign language fluency

If not applicable, write "None."

### **Board Meeting Attendance** (required)

- Yes
- No
- Not sure

Indicate if you are available, able and willing to attend Board meetings, which typically held on the third Wednesday of each month from 6:00 to 8:00 pm.

Since a majority of the members of the Board constitutes a quorum for the transaction of business and an affirmative vote by a majority of a quorum is required for any action by the Board, meeting attendance and engagement of Board members is vital to the overall functioning and success of the Board and SBGP.

Each Board member is allowed to select one individual per term to serve as their Proxy at meetings. This Proxy shall entirely represent the views and interests of the actual member. In extraordinary circumstances, a Board member may change their Proxy during a term with approval of the Board Chair.

**Disclosure/s of Conflict/s of Interest** (required)

Limit: 500 words

Describe any affiliation/s or potential conflict/s of interest that could arise from your potential service as an SBGP Board member. This is not necessarily disqualifying, but it requires attention, professionalism and unambiguous disclosure. Please mention anything that you think may be relevant.

If not applicable, write "None."

By way of further explanation, SBGP Board members are considered public servants and required to comply with the City of Baltimore Ethics Code and related requirements

By law, the SBGP Board must be composed of residents and business representatives in the District. In general, when Board members are appointed pursuant to these requirements, that does not create a conflict of interest or the appearance of a conflict of interest so long as the members recuse themselves from matters as necessary and otherwise conform to the Ethics Code.

For example:

- Board members should recuse themselves from participating in the consideration of any matters in which they have an interest (or the appearance of an interest).
- Board members cannot directly benefit from a grant/contract (e.g. it should not pay for their salary/wages).

- Board members or their organizations should not (appear to) receive preferential treatment (e.g. Board members should not be primarily responsible for the development or implementation of a grant/contract).
- A grantee/contractor can choose to spend grant funds at a business owned by a Board member provided the Board member didn't know in advance (or couldn't reasonably have been expected to know in advance). Otherwise, Board members should recuse themselves from participating in the consideration of the grant/contract.

## Resume or Other Documents

**Choose File**

Select up to 5 files to attach. No files have been attached yet. You may add 5 more files.

Acceptable file types: .pdf, .doc, .docx, .jpg, .jpeg

(Optional)

Upload a resume, a short biographical statement, or any other documents you wish to share for consideration of your application.

Acceptable file types include pdf, .docx, .doc, and .jpg.

## Other Information

Limit: 500 words

(Optional)

Provide any other explanation or information you wish to share for consideration of your application.

**If you are NOT selected as an SBGP Board member, are you interested in serving as a proxy for a member of the SBGP Board?**

(required)

Yes

- No
- Maybe

Each SBGP Board member may select one individual to serve as their Proxy at meetings they cannot attend. If the Board member is at a meeting, their Proxy will serve as an observer.

**Certifications - you must certify that each and all of the following statements are true:** (required)

- If appointed, I will represent, serve and work to otherwise benefit the residents, businesses, institutions or organizations of not just my constituency/ies but also the entire South Baltimore Gateway District.
- I understand that SBGP Board members are considered public servants and required to comply with the City of Baltimore Ethics Code and related requirements, and I will comply with those and any other legal requirements.
- The person submitting this application is either the applicant or has the legal authority and approval to do so on their behalf.
- I understand that SBGP Board members serve two year terms, and I commit to serving at least one term if appointed.
- I understand that the operations and success of SBGP depends on engaged Board members. I confirm that I am available to attend Board meetings and will be engaged.
- I understand that my name will be posted on the SBGP website along with a request for public feedback.
- I confirm that I understand and meet all of the conditions stated above.

You must check each and all of the certification statements.

**Interviews for candidates invited to the next round will be held Monday, October 5th. Timeslots will be 30 minutes long and may begin as early as 3:00 and last as late as 8:30 p.m. Interviews will be conducted in-person. If you are not able to meet in-person, we may accommodate a virtual interview. Please confirm that you can reserve this time for an interview. (required)**

I confirm that if selected I can reserve October 5th from 3:00-8:30 p.m. for an interview.

**Save Draft**

**Submit Form**

Drafts may be visible to the administrators of this program.