### **Important Dates**

**Application Deadline** Grant Awardees Announced Mandatory Grantee Orientation August 31, 2021 September 21 2021 September 29, 2021

#### Grantees are expected to complete their projects within 3 months of grant distribution.

## **Application Checklist**

#### **Application Checklist:**

Completed application □ 3 or more volunteer contacts Pictures of the project site

Sustainability plan

- □ Expense table

If a project is to take place on private property: □ A letter of permission from the owner for your group to use their property

#### Incomplete applications will not be considered for funding.

## **Contact Information**

Full Name:

Title/Role (if applying as an existing organization or community group):

Email (if applicable):

Phone:

Alternate Phone Number (if applicable):

Preferred Method of Communication: 
Text
Phone
Email

Full Address:

How did you find out about Love Your Neighborhood?

Do you agree to submit periodic progress reports, including photographs of the project site improvements and community engagement efforts, while the project is being implemented?

- Yes
- □ No

Can your project be completed within 3 months?

- Yes
- 🗅 No

Do you agree to submit a final report upon project completion?

- ❑ Yes
- 🛛 No

Do you agree to submit before and after photographs as well as the possibility of being interviewed on camera?

- ❑ Yes
- 🛛 No

Do you agree to attend the Mandatory Orientation?

- Yes
- No

Signature:\_\_\_\_\_

Date:\_\_\_\_\_

### **Project Information**

Project Name:

Project Site Location (Please be specific, provide address & block/lot if available):

Is the project located on private property?

- ❑ Yes
- 🗆 No

If the project is located on private property, please include a letter from the property owner offering permission for your group to complete your project if selected.

Short Project Description:

Describe the need(s) your project addresses within the community and its impact.

List any community partners (churches, local businesses, etc.) and/or volunteers (neighbors, family members, friends) that will assist with your project.

What are you planning to measure to show what difference your project had in the community? (ie: plant # trees, engage # local business owners, # houses painted, etc)

How does your project promote neighbors working together, and how do you plan to engage neighbors in your project?

State any obstacles or roadblocks you anticipate may hinder your project's success and how you intend to address the potential challenges:

Do you have any prior experience with similar projects?

- □ Yes
- □ No

List the names of three or more volunteers who are willing to participate in your project:

Name	Phone Number	Email

## Budget/Costs/Donations

Please complete the expense table for the TOTAL planned expenses of the project. This section includes items, quantities, the purpose of use, whether or not the material can be donated, and the cost of materials.

Item	Quantity	Purpose	Purpose Donated?	
Ex. Mulch	10 lbs	Mulch for the garden	Mulch for the garden yes	
Total:				

# Sustainability Plan

Please explain how you plan on sustaining your project beyond the grant period and who will be responsible:

Please list steps that will be taken after completion of the program to maintain the project's effect on the community beyond the grant period.

Step	Goals	Resource/s needed to complete step	Person(s) Responsible	Frequency
Ex. Maintain cleanliness	Keep litter/debris off the grounds	Two trash receptacles that are emptied weekly	John Doe	Weekly checks