

FY 11-12 Neighborhood Capacity Building Grants Program Outline and Guidelines

The Neighborhood Capacity Building Grants program is designed to promote neighborhood fellowship and to offer funding opportunities for neighborhoods to be more active and sustainable. This program is open to all registered neighborhood associations, – regardless of age - in the City of Glendale. Additionally, the program encourages partnerships with local schools, non-profit organizations, businesses and faith-based organizations. The entire application process, from start to finish, is designed to take only a few quick minutes to complete and submit for review.

There are four types or categories of Capacity Building Grants that can be applied for, based on the current needs and situation for each respective neighborhood association. The categories are:

- Community building and Events
- Neighborhood Activities
- Small Capital Improvements
- Partnerships

General Grant Program Eligibility Requirements

1. The number of grant application opportunities is limited to the total number of Commission on Neighborhood regular meetings.
2. There is no minimum neighborhood age requirement for Neighborhood Capacity grant applicants. Neighborhoods must be registered with the Neighborhood Partnership Office and have a minimum of 20 homes within its boundaries.
3. Eligible grant awards include neighborhood events and parties, such as GAIN, neighborhood clean-ups, minor infrastructure improvements; one-time pilot programs with partners such as school or faith-based organizations, and projects for neighborhoods with active plans.
4. All neighborhoods must select a primary and secondary contact person, who will be responsible for organizing, coordinating and providing information to residents of the neighborhood and proposed project area.
5. The proposed improvements must provide some type of public benefit.
6. Incomplete grant applications will not be accepted.
7. Any additional eligibility requirement that are described with the type of grant

1. Community Building and Events Grants

The eligible activities include block parties, GAIN night events and large neighborhood meetings. The Community Building grant category has been designed to allow neighborhoods to apply for funds to support neighborhood-building activities.

Approved items for any Neighborhood Connection Activity include the following:

- Children’s play equipment
- Paper products such as plates and cups
- Plastic ware (knives, forks, spoons and cups)
- Hamburgers, hotdogs, buns, rolls, assorted salads, condiments and charcoal
- Restaurant food purchases

Amount that can be applied for: Up to \$250.00 per event for a total of \$500 per fiscal year. Neighborhoods may apply for the full \$500 at one time, but the grant award would be for two separate events (EX: GAIN in the Fall and an event in the Spring)

2. Neighborhood Activities Grants

The eligible activities for this grant category includes neighborhood clean-ups and neighborhood projects, such as painting a common wall fence, address numbers on curbs or assisting other individuals within the neighborhood, such as yard clean-up and home painting. Or, the neighborhood can work with their Neighborhood Coordinator to identify needs in the neighborhood and plan ongoing activities as part of a neighborhood clean-up campaign and just apply once for funding for all of the activities for the FY.

Approved Items for this grant include:

- Supplies needed for basic neighborhood clean-up activities such as trash bags, gloves
- Paint, rollers, brushes, plastic tarps, etc, for neighborhood or home painting projects
- Any other disposable supplies needed for neighborhood clean-up projects

Amount that Can be Applied for: Up to \$1,000 per fiscal year. A neighborhood does not need to apply for the maximum amount at one time, and instead can apply for separate projects. For example, two neighborhood clean-ups can be done at \$500 each for a total of \$1,000.

3. Small Capital Improvements Grants

The Small Capital Improvements category is for neighborhood projects that require some sort of hard or permanent infrastructure improvements, such as streetscaping, entry monuments, small park improvements or pedestrian friendly amenities, such as ADA accessible sidewalk ramps.

Amount that can be Applied for: Up to \$2,500 per FY. Only one application for a capital improvement grant can be submitted per FY, regardless of amount.

Additional Eligibility Requirements: The capital improvement project must be on public property. Neighborhoods will be required to complete sweat equity as a match for any capital improvement grant awarded. The neighborhood must also be able to demonstrate that it is already actively engaged and involved, such as meeting and communicating on a regular basis or working on other neighborhood projects. Once a neighborhood has applied for a Small Capital Improvement grant, they are no longer eligible for the Community Building and Neighborhood Activities grant categories.

4. Partnerships and Programs Grants

The Partnerships and Programs category is designed to encourage active neighborhood associations to work with partner groups for the enhancement of their neighborhood. Partner groups include faith-based organizations, schools, and non-profits. A business could also be considered a partner as long as the business is not profiting from the partnership or program and is participating as a community service. Examples of eligible items includes funding a program with a faith-based entity, schools and the neighborhood for tutoring/mentoring program for at-risk youth in the neighborhood, a partnership to get food, clothes or other essential items to people in the neighborhood who are facing challenges, or a program for a school and neighborhood to work together on park or neighborhood improvements.

Amount that can be Applied for: This grant category is up to \$2,500 per FY. Only one partnership grant can be submitted per FY, regardless of amount.

Additional Eligibility Requirements: Neighborhoods and any partner organizations will be required to complete sweat equity as a match for any capital improvement grant awarded. A neighborhood cannot apply for both a Partnership and a Small Capital Improvement Grant. Partner groups, such as faith-based organizations, can be the lead applicant for this grant category, but must demonstrate an active relationship/partnership with the neighborhood.