

**CITY OF NEWARK
LOVE YOUR BLOCK**
Mini-Grants Program

2019 Mini-Grant Application



Love Your Block 2019 Mini-Grant Application

Mission

The City of Newark proudly presents the Love Your Block (LYB) mini-grant program, made possible by Cities of Service. This program supports resident-led initiatives and projects in the pilot area of the City of Newark. This includes low-income neighborhoods located within the **South Ward Upper Clinton Hill area**. Interested groups are invited to submit project proposals that aim to address neighborhood cleanliness. Vacant lots and green spaces blighted with overgrowth, trash, are underutilized and are an eyesore to the community. It is the goal of LYB Newark to empower residents to carry out their own vision for having a cleaner, safer, and better quality of life while revitalizing and beautify neighborhoods one block at a time.

Dates to Remember

Grant Writing Workshop	February 2, 2019 February 23, 2019 March 8, 2019 March 13, 2019
<i>Grant Proposals Due</i>	<i>March 15, 2019</i>
Grantee Announcement	April 15, 2019
Mini Grant Funds Distributed	May 1, 2019
Mini Grant Projects Implemented	April-August
Final Report Due	August 5, 2019

Grant Categories

- Community Clean-Ups
- Minor Home Repairs
 - The ONLY three categories allowed: getting rid of overgrown vegetation, painting, and fixing old and rusted fences
 - Vacant Lot Activation
 - Examples: safe and clean spaces, shade, seating, and recreation areas

Grantees are expected to complete their projects within 3-4 months of grant award notification.

Eligibility Checklist:

- ☐ Requesting within the grant range (up to \$2,500)
- ☐ The project is located in the South Ward (Priority is given to residents in the Upper Clinton Hill area)
- ☐ Volunteer-led and supported by the community.
- ☐ Prevent and eliminate property blight.
- ☐ The project is spearheaded by an individual, organization, or group.

How to Apply:

- **Online**
www.tinyurl.com/LYBnwk18apply
- **Mail / In Person**
City of Newark-Newark City Hall
Office of Sustainability
Attn: LYB Team Members
920 Broad Street Rm B-12
Newark, NJ 07102

For further information regarding grant guidelines, please contact the City of Newark Office of Sustainability AmeriCorps VISTA members below:

Amina Hylton at hyltona@ci.newark.nj.us | (973) 297-0315
Diana Negron at negrond@ci.newark.nj.us | (973) 877-9540.

Reporting

Grant recipients will be responsible for directly reporting to the City of Newark. This includes photographs of the project area before as well as after project completion and a short written final report.

Completed Application Checklist (Check off if completed):

- ☐ Section 1: Description and Support
- ☐ Section 2: Project Outline
- ☐ Section 3: Sustainability Plan
- ☐ Section 4: Budget and Finance

2019 Love Your Block Newark Mini-Grant Application

Name:
Group Name (if applicable):
Year Formed (if applicable):
Primary Contact:
Alternate Contact:
Title/Affiliation:
Phone:
Email:
Mailing Address:
How Did You Hear About Love Your Block?

Project Location Address: _____

Which Project area are you interested in?

- ☐ Community Clean-Ups
- ☐ Minor Home Repairs
- ☐ Vacant Lot Activation

Section 1: Description and Support

In this section, you will document the ideas behind and support of named organization, group, or individual.

Describe your background and/or your organization's history and mission.

List any projects completed similar to project applied for.

Will there be any group/organization collaboration on this project? If yes, describe below.

☐ Yes

☐ No

Have you contacted at least 6 neighbors who are willing to participate in your project? Please list the names below in the Neighborhood Resident Leaders section.

☐ Yes

☐ No

Team Leadership Form

<u>Number</u>	<u>Name</u>	<u>Address</u>	<u>Phone</u>
<u>1</u>			
<u>2</u>			
<u>3</u>			
<u>4</u>			
<u>5</u>			
<u>6</u>			
<u>7</u>			

Section 2: Project Outline

Describe the proposed project:

How will your project prevent and/or eliminate property blight?

List at least 2 goals for your project.

1.

2.

3.

4.

5.

State any obstacles or roadblocks you anticipate may hinder your project's success.

How does your project promote neighbors working together?

Section 3: Sustainability and Action Plan

In this section, you will describe the goals, resources, project steps, leaders, and project completion schedule associated with your project. The sustainability and Action plan is a general outline of how you will sustain your project during the duration of the time.

	<u>Goals</u>	<u>Steps for completion</u>	<u>Resources Needed</u>	<u>Responsible Leaders</u>	<u>Start Date</u>	<u>Completion Date</u>	<u>Outcome and/or Documentation</u>
<u>1</u>							

<u>2</u>							
<u>3</u>							
<u>4</u>							
<u>5</u>							

Section 4: Budget and Finance

Please describe the anticipated expenses for your project. This section should include items, quantities, the purpose of use, where purchased and the cost of materials. You may also use the online Budget form. For items you anticipate being donated, please use the donation form.

Budget Worksheet

Purpose	Item	Quantity	Cost	Vendor
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Total	
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Partnership Donation Worksheet

<u>Source Name</u>	<u>In Kind Donation Type</u>	<u>Quantity of Item Donated</u>	<u>Form Signed (Yes/No)</u>

Tools and Costs Worksheet

Purpose	Item	Quantity	Cost	Vendor