

City of Lansing  
Neighborhood Grants  
2022 Grant Application



DEPARTMENT OF  
NEIGHBORHOODS  
& CITIZEN ENGAGEMENT

Andy Schor, Mayor

Neighborhood Grants (up to \$5000) are awarded to Civic Organizations and Neighborhood Watches (NW) to bring neighbors together for the purposes of providing resources to people to improve their community.

**Review the Grant Application Guidelines for further clarification.**

**Ward #** Find your ward <https://www.lansingmi.gov/DocumentCenter/View/187/Ward-and-Precinct-Map-PDF>

**Circle One** 1 - Northeast 2 - Southeast 3 - Southwest 4 - Northwest

Civic Organization Name \_\_\_\_\_

**OR**

Neighborhood Watch Name \_\_\_\_\_ NW# \_\_\_\_\_

**IMPORTANT: *Neighborhood Watches must also list the civic organization as a partner to be eligible***

### Project Information

If you are submitting more than one grant application, you must rank them in priority order.

- This grant application is ranked # \_\_\_\_\_ out of \_\_\_\_\_ applications.

Project Name \_\_\_\_\_

If applicable, Project Address/Location \_\_\_\_\_

If applicable, who owns this property? \_\_\_\_\_

Project Dates (estimated) Start \_\_\_\_\_ Completion \_\_\_\_\_

Project Type (check one)

- |  |  |
|--|--|
| <input type="checkbox"/> Beautification/Clean Up   | <input type="checkbox"/> Social Events             |
| <input type="checkbox"/> Communication Between Neighbors<br>(Newsletters, Post cards, Brochures) | <input type="checkbox"/> Tree Replacement/Planting |
| <input type="checkbox"/> Gardening/Vacant Lot Repurposing  | <input type="checkbox"/> Dog Waste Station         |
| <input type="checkbox"/> Signage/Banners/Sign Toppers  | <input type="checkbox"/> Bike Infrastructure       |
|  | <input type="checkbox"/> Other: _____              |

Describe the project. (*What are you going to do?*) **25 points**

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How do you plan to gain/use volunteers, specifically your neighbors, to help on the project? (*Provide Specific Numbers*) **15 points**

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How do you plan to accomplish this project in the timeline given? **10 points** \_\_\_\_\_

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What is the impact of this project on your neighborhood and how will you measure it? (*Be Specific*) **25 points**

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If purchasing equipment, who will assume responsibility to maintain and/or store it? \_\_\_\_\_

\_\_\_\_\_

If you are collaborating with other civic organizations/businesses on this project, you must provide their names and **attach a letter of support from all. (Bonus 5 points)**

**Partner Organization Name** \_\_\_\_\_

\_\_\_\_\_

**IMPORTANT:** Neighborhood Watches must also list the civic organization as a partner to be eligible

Is this grant part of an ongoing or larger project? If yes, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Project Budget 25 points**

Please include professional services, supplies/materials, printing/copying, permits, etc. All items \$250 or more must have 3 estimates. \*Donations/sponsorships are highly encouraged and will be considered favorably by the granting committee.

Items Needed	Donated Amount/Value	Cost to Purchase
1.	\$	\$
2.	\$	\$
3.	\$	\$
4.	\$	\$
5.	\$	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
10.	\$	\$
<b>ADD WACH COLUMN FOR TOTALS (Total "cost to purchase" should equal your grant request total)</b>	\$	\$
<b>Total Grant Amount Requested:</b>	\$	

**Funds Disbursement**

Make check payable to \_\_\_\_\_

- **Neighborhood Watches** - Receive funds from the Neighborhood Watch Advisory Board
- **Civic Organizations** – (Check one box)
  - Applicant is serving as their own fiduciary\*
  - The following organization will serve as our fiduciary \_\_\_\_\_

Authorized Agent's Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*A Fiduciary is a group responsible for the project who will receive the check, cash it, and expend the funds

## Reporting Requirements

- All projects must be completed by **Friday, September 16, 2022**
  - Request for Extensions – No later than **Friday, August 12, 2022**
- Project Report/Receipts/Project Pictures - Due on **Friday, September 23, 2022 or within 30 days of the project/event completion date**

## Responsible Party

Primary Contact Name \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

I, \_\_\_\_\_ if awarded the above project will:

- Keep all receipts
- Complete proposed project by **Friday, September 16, 2022**
- File Grant Report (with receipts) by **Friday, September 23, 2022**
- Pictures of complete project/event are highly encouraged to be sent by email to Neighborhoods and Citizen Engagement

Signature \_\_\_\_\_ Date \_\_\_\_\_

Secondary Contact Name \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_