



2020

Love Your Block

Large Grant (up to \$2,500)

Application



Love Your Block RVA

Spring 2020 Application

Mission Statement

Empower and engage citizen volunteers to revitalize their city neighborhoods - one block at a time.

The City of Richmond proudly presents the Love Your Block (LYB) RVA mini-grant program, made possible by Cities of Service. This program supports resident-led initiatives and projects in the pilot areas of the City of Richmond. These include low-income neighborhoods located within Northside, Southside, and the East End. Interested groups are invited to submit project proposals that aim to address vacant lots and green spaces blighted with overgrowth, trash, or are underutilized, and are an eyesore to the community. The goal of LYB RVA is to support citizens to transform these spaces into neighborhood assets, increase community connectedness, and positively enhance residents' quality of life. LYB RVA is overseen by Parks, Recreation and Community Facilities, Office on Volunteerism, which will provide mini-grants ranging from \$300-\$2,500 to successful applicants- as well as work to provide project support from various City departments.

Important Dates

Application Deadline	November 22, 2019
Grantees Announced	January 31, 2020
Mandatory Grantee Orientation	February 13, 2020
Kickoff Event/ Project Start Date	March 21, 2020
Project Final Reports Due	June 19, 2020

Eligibility Requirements

In order to qualify for a grant of \$300 to \$2,500, successful project applications must demonstrate the project will do the following:

- Take place within low income areas of the pilot neighborhoods within the city's Northside, Southside, and East End, per the grant funders
- Be resident-led
- Show clear support from the community (10 non-related residents)
- Address a goal that is shared by community members
 - *Projects that promote community and neighborhood connectedness, intergenerational connections and recurring activity space will be given priority*

Individuals, for-profit businesses, and public institutions are **ineligible** for LYB RVA mini-grants. Funds may not be used for entertainment purposes, to purchase alcohol, tobacco, firearms, weapons, surveillance equipment, street repair or any other item not approved by LYB RVA.

Every application must provide evidence of good standing with the State Corporation Commission (SCC) and evidence that the organization is recognized by the IRS as a charitable organization or, if it is not recognized by the IRS as a charitable organization, copies of the organization's articles of incorporation, bylaws, or other organizing documents on file with the SCC. This information is necessary for a determination as to whether or not the entity is an eligible recipient of grant funds in accordance with Va. Code § 15.2-953. If you have any questions regarding this policy please contact LYB at the number below.

All Love Your Block projects must:

1. Revitalize a physical space (i.e. vacant lot, green space, abandoned community garden, etc.) that is underused, overgrown, or an eyesore to the community.
2. Help improve resident's perception of safety.
3. Increase community connectedness through volunteerism.

Existing City Services

When applicable, city services will be coordinated to enhance projects. Utilizing existing city services will be further reviewed during the Mandatory Grantee Orientation.

Reporting

Grant recipients will be responsible for directly reporting to the Love Your Block RVA team on a **regular basis**. This includes regular monthly mini reports of progress (if appropriate), photographs of the completed project, a written report that contains quantitative data such as square feet of graffiti removed, number of trees planted, etc., as well as qualitative information about the project process. This will be further reviewed during the Mandatory Grantee Orientation.

For further information regarding grant guidelines, contact:

Rebecca.Davis@richmondgov.com 804-646-5619

Application Checklist:

- | | |
|----------------------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Completed application | <input type="checkbox"/> Sustainability plan |
| <input type="checkbox"/> Document 10 resident volunteers | <input type="checkbox"/> Four pictures of the project site |
| <input type="checkbox"/> Expense table | <input type="checkbox"/> Donation table |
| <input type="checkbox"/> IRS determination letter | |

How to Apply:

Email complete application and all requested materials to: Neighbor2Neighbor@Richmondgov.com by November 22, 2019. Applications will not be accepted after this date. All applications will be scored by the Application Review Committee and grantees will be announced by January 31, 2020.

Love Your Block RVA Application
Spring 2020

Group Name:	Council District #:
Primary Contact:	Secondary Contact:
Title/Affiliation:	Title/Affiliation:
Phone:	Phone:
Email:	Email:
Group Mailing Address:	Address of Proposed Project Site:
Year Group was Formed:	How Many Volunteers are Needed for this Project?
How Did the Group Hear about LYB?	Group's Website:

(Please Fill In the Blanks Below)

Section I: Group description and demonstrated support

1. Briefly describe the mission, history, and goals of the group.

2. Has the group ever completed a project like this before? If yes, please briefly explain the project and its impacts.

3. Is the group collaborating with any other organizations on the proposed project such as non-profit agencies, faith-based organizations, or civic associations? If yes, please describe:

10 residents who live in the neighborhood where the proposed project would take place are required to volunteer. Please document the signatures and addresses of 10 non-related residents below.

NAME/SIGNATURE	ADDRESS
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Section II: Project Description

Please include four pictures of the project site with the application submission.

1. Describe the group’s project proposal.

2. What are the goals of this project? (minimum of 1 goal)
 - Goal 1.

 - Goal 2.

 - Goal 3.

3. How does the project meet this neighborhood’s needs?

Section III: Sustainability Plan

How does the group plan to sustain the results of the project? Please document below.

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

Section III: Budget

Please complete the expense table for the TOTAL planned expenses of the project

Item	Quantity	Purpose	Vendor/Supplier	Cost
<i>Ex: Paint</i>	<i>2 gallons</i>	<i>Paint the garden fence</i>	<i>Home Depot</i>	<i>\$50.00</i>
Total:				

Are you seeking funding or in-kind materials from other sources? If yes, please describe below:

Complete the donation table for the project or activities:

Source	Type (Cash, Volunteers, Materials)	Details	Amount
<i>Ex: Business ABC</i>	<i>Materials</i>	<i>Mulch for the garden</i>	<i>10 lbs of mulch</i>

Section IV: Pictures

Please copy and paste 4 pictures of the proposed project site here.