



**2020**

# **Love Your Block**

**Large Grant Application**

*(Grant Range: \$300 - \$2,500)*



# 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, 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 Neighbor-To-Neighbor, the City's 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	January 31, 2020
Grantees Announced	February 7, 2020
Mandatory Grantee Orientation	TBA
Project Start Date	April 20, 2020
Project Final Reports Due	June 14, 2020

## Eligibility Requirements

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

- Project will take place within low income areas of the pilot neighborhoods within the city's Northside, Southside, and East End, per the grant funders
- Projects must be volunteer led
- Projects must show clear support from the community (10 non-related residents)
- Projects must 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. 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 perception of safety.
3. Increase community connectedness through volunteerism.
4. Work with city services as necessary to enhance the projects.

### **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 City of Richmond’s Chief Service Officer, Paul Manning (or a designee of his choosing) 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:

[Paul.manning@richmondgov.com](mailto:Paul.manning@richmondgov.com) or 804-646-6528

### **Application Checklist:**

- Completed application
- Document 10 resident volunteers
- Four pictures of the project site
- Sustainability plan
- Expense table
- Donation table

### **How to Apply:**

Option A → E-mail to: [Neighbor2Neighbor@Richmondgov.com](mailto:Neighbor2Neighbor@Richmondgov.com)

Option B → Mail to: City of Richmond  
Parks, Recreation and Community Facilities – N2N  
Attn: LYB/Paul Manning  
1209 Admiral Street  
Richmond, VA 23220  
**Love Your Block RVA Application**

*Spring 2020*

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

**(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:
4. Did the group attend a LYB community information meeting?                      YES                      NO

*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. These can be sent to the Neighbor-to-Neighbor email above with the name of the group in the subject line.

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.

<b>Step</b>	<b>Goals</b>	<b>Resource/s needed to complete step</b>	<b><u>Person(s) Responsible</u></b>	<b><u>Completion Date</u></b>
<i>Ex. Maintain cleanliness</i>	<i>Keep litter/debris off the group</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**

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

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>