

# Love Your Block Hartford 2019 Grant Application



## Love Your Block Hartford 2019 Grant Application

### Introduction

The City of Hartford was selected as one of ten Love Your Block 2018 cities by Cities of Service! Love Your Block Hartford is a mini-grant program that supports resident-driven improvement projects in the Frog Hollow Neighborhood. The grant will focus on projects that can help prevent and remediate blighted properties and spaces within the neighborhood to improve the quality of life in Frog Hollow. Community groups or individuals are eligible to apply for up to \$1,000 to fund projects that will revitalize and beautify the Frog Hollow neighborhood. All project proposals within these parameters will be reviewed with priority given to projects that revitalize and reactivate vacant lots.

### Important Dates

Application Release Date:	January 15th
Application Deadline:	March 1st
Mini-Grant Awardees Announced:	March 25th
Mandatory Orientation:	April 6th
Project Start Date:	April 7th
Project Completion Deadline:	July 28th
Final Project Report Deadline:	August 9th

*For Application assistance email [loveyourblock@hartford.gov](mailto:loveyourblock@hartford.gov) to request an appointment.*

### Grant Eligibility Requirements

In order to qualify for the Love Your Block application process, each group must:

- Propose a project within the Frog Hollow NRZ boundaries
- Propose a project that is open to the public and beautifies and/or increases safety of the Frog Hollow neighborhood
- Recruit 10 or more volunteers; 50% must be Frog Hollow residents
- Propose a budget that does not exceed \$1,000
- Collect and document project metrics and impacts
- Have at least two identified project leaders and who can attend the Mandatory Orientation

## Love Your Block Hartford 2019 Grant Application

### Sample Love Your Block Projects:

Neighborhood clean-ups, vacant lot revitalization, community gardens, removing graffiti and litter, art installations, and tree/flower planting. This is not an exhaustive list; applicants are invited to propose other creative ideas.

### Funds May Not Be Used For:

Administration of mini-grant, rent or utilities, speaker fees, computer equipment, scholarships or other direct support to individuals or families, improvement projects that primarily serve churches and/or other religious organizations and not the overall community, and items or services for personal use.

### Application Checklist

- Completed Application
- "Before" pictures of proposed project site
- Letter of permission from property owner for implementation of project on their property  
*Unless property is city-owned.*

### How to Apply

The application is available online (<http://tinyurl.com/LYBHartfordApp>) and paper copies are available in the following locations:

- Trinfo Cafe - 1300 Broad St
- Hartford Public Library, Park St. Branch - 744 Park St
- City Hall, Office of Community Engagement - 550 Main St., Room 203
- City of Hartford Division of Blight Remediation, 250 Constitution Plaza, 4<sup>th</sup> Floor

Completed applications are due no later than **March 1st, 2019 at 5pm**. Applications and any additional documents can be submitted one of the following ways:

#### Email:

[loveyourblock@hartford.gov](mailto:loveyourblock@hartford.gov)

Subject line: Last name, first name: Love Your Block Grant Applicant

#### Mail-In or Drop Off:

Love Your Block  
City of Hartford  
Department of Development Services  
Division of Blight Remediation  
250 Constitution Plaza, 4th Floor  
Hartford, CT 06103

### Questions

For any questions or additional information regarding Love Your Block, please contact the LYB team at:

[loveyourblock@hartford.gov](mailto:loveyourblock@hartford.gov)

Phone: (860)757-9029 or (860)757-9045



**Love Your Block Hartford 2019 Grant Application**

**Section 2: Project Proposal (25 Points)**

<b>Project Type (check all that apply):</b> Note: Projects taking part in Vacant lots will receive priority funding.	
<b>Beautification</b> <input type="checkbox"/> Art installation <input type="checkbox"/> Tree Planting <input type="checkbox"/> Other (Please specify below):	<b>Environmental Safety</b> <input type="checkbox"/> Neighborhood Clean Up <input type="checkbox"/> Vacant Lot Clean-Up/Revitalization <input type="checkbox"/> Graffiti Removal <input type="checkbox"/> Street Light Assessment and Repair <input type="checkbox"/> 311 Neighborhood Walk and Repair <input type="checkbox"/> Other (Please specify below):
<b>Tactical Urbanism</b> <input type="checkbox"/> Community Garden <input type="checkbox"/> School Improvement <input type="checkbox"/> Park/Community Center Improvement <input type="checkbox"/> Other (Please specify below):	<input type="checkbox"/> Other (Please specify below):
<b>Project/Campaign Name:</b>	
<b>Project Location</b> (Street Address):	
<b>Project Start and End Dates:</b>	_____ to _____
Is the project site located on public or private property? <input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Don't Know	
<i>If the project is located on private property, please include a letter from the property owner offering permission for your group to complete your project if selected. You can reach out to the LYB team if you need help contacting property owners.</i>	

## Love Your Block Hartford 2019 Grant Application

### Proposal Summary (Max word count: 500)

- Describe the project
- Indicate the main objectives/goals (Minimum of one goal required)
- Identify the target audience of the project (e.g. children, families, block residents, public foot traffic)

### Section 3: Community Engagement (25 Points)

#### How will you engage Frog Hollow residents in your project? (Max word count: 250)



Love Your Block Hartford 2019 Grant Application

**Section 4: Budget (20 Points)**

**Have you reached out to any community partners** (*churches, schools, non-profits, and businesses*) **about being a partner on this project?**  
Yes No

**Please list any existing resources and/or partners for this project and describe how partners will support the work.**

---

**Does your project budget exceed the \$1000 budget?** Yes No

**If so, please describe the need for additional funds and the solution to closing the gap in funding.**

---

**Proposed Budget**  
*Please provide a budget that includes all planned expenses related to the project. (Please attach document if additional rows are needed)*

Item	Purpose	Vendor/Supplier	Quantity	Cost
<i>Example: Garbage bags</i>	<i>Gather litter</i>	<i>Stop and Shop</i>	<i>25</i>	<i>\$6.76</i>
<b>Total</b> ( <i>Taxes included</i> )				\$

**Love Your Block Hartford 2019 Grant Application**

**Section 5: Metrics and Impact (10 Points)**

<p><b>Describe the desired outcomes of your project.</b> i.e. Decrease illegal dumping, decrease crime activity in area, increase neighborhood pride, etc. (Max word count: 100)</p>
<p><b>How will you measure the outcomes of your project?</b> i.e. Count number of volunteers, pounds of trash collected, etc. (Max word count: 100)</p>

**Section 6: Sustainability Plan (20 Points)**

<p><b>Please indicate the various steps your group will take to sustain the project beyond the grant period.</b> (Please attach document if additional rows are needed)</p>			
Plan	Action	Person(s) Responsible	Timeline
<i>Example: Maintain mural</i>	<i>Solicit conservationist for treatment or request the artist to retouch</i>	<i>Main contact</i>	<i>Annual</i>



Love Your Block Hartford 2019 Grant Application

**How will you secure necessary resources and funding to maintain the project?** (Max word count: 250)

**Section 7: Application Attachments**

**Before Pictures**

*Please insert your project location before pictures or provide a link to a media storage site below.*

**Media Storage Site Link**

**Letter of Permission from Private Property Owner**

*Please insert a scanned copy of the original letter below.*

## Appendix – Map of Frog Hollow NRZ Boundaries

