

Neighborhood Challenge Grants Guidelines

The Galesburg City Council has established a Neighborhood Challenge Grants Program. The purpose of this program is to assist in funding various activities that improve neighborhood appearance or support the operation of neighborhood organizations.

Three types of grants are available under this program. The following lists the guidelines for each grant. All applicants must be a Neighborhood Watch group, other neighborhood organization, not-for-profit organization or charitable organization such as a church or service club. Applications from individuals will not be considered.

1. Neighborhood Organization and Support Grant
 - a. Maximum grant of \$100 per event or activity
 - b. Funds will be provided to cover costs associated with organizational activities of neighborhood watch groups or other neighborhood organizations.
 - c. Eligible block party activities/expenses:
 - i. Supplies
 - ii. Equipment rental (play sets, tents, grills, etc.) Chair and table rental for block parties are funded under a separate program. Please contact the Administration office at 309/345-3628
 - iii. Door prizes or promotional items
 - iv. Facility rental
 - v. Food for event (alcoholic beverages are not eligible expense).
 - d. Eligible organization activities
 - i. Flyers, mailers, advertising and promotional items
 - ii. Web site development and/or hosting
 - iii. Organizational meetings or Facility rental
2. Single Impact Grants
 - a. Maximum grant of \$250 per project
 - b. Funds will be provided for a single activity that will enhance a neighborhood
 - c. Eligible activities
 - i. Trash pickup and neighborhood cleanup supplies, equipment rental, disposal, etc.
 - ii. Purchase and planting of flowers and/or trees
 - iii. Community garden preparation and planting
 - iv. Purchase and installation of neighborhood signs
3. Neighborhood Impact Grants
 - a. Maximum grant of \$1,000 per project
 - b. Funds will be provided for area-wide aesthetic improvements
 - i. Purchase and planting of flowers and/or trees
 - ii. Purchase and installation of neighborhood signs
 - iii. Purchase and installation of neighborhood entrance elements
 - c. Eligible private property assistance activities
 - i. Exterior Improvements to assist needy families
 1. To be considered, the property must be owner occupied

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2. Owner must submit last years income tax return to prove need
3. Repairs are for the front of a home. (Seen from City Street).
4. Eligible repairs include:
 - a. Paint, front porch rebuilding, windows, storm doors, etc.
 - b. Lot clearing, cleanup and disposal
 - c. Demolition of garages, decks, fences or other deteriorated structures
 - d. Elimination of exterior code violations cited by the City of Galesburg

To be considered for a grant, a representative from an eligible organization shall complete the Neighborhood Challenge Grant Application Form. Once completed the form shall be submitted to the Police Department. A Grant Review Committee will review all applications, determine which applications are eligible and award grants in accordance with these program guidelines. Grant applications will be reviewed and awarded on a first received/first reviewed basis.

Once an application is approved, a payment will be processed to successful applicants. The payment will be submitted to the contact person listed on the applicant. The contact person will be required to provide documentation showing the funds were expended as outlined in the grant application. Failure by the contact person to properly document the eligible expenditures would eliminate the organization from any future funding and could result in the City pursuing legal action against the contact person and/or applicant.

In considering projects, please take into account the following points:

1. Any group planting flowers or trees, installing signs, etc should contact J.U.L.I.E. at 800/892-0123 to locate any underground utilities before the work is performed.
2. It is the responsibility of the group applying for funding to maintain the trees and flowers after planting. This includes but is not limited to proper watering, removal of dead flowers/ plants at the end of season.
3. Any work done in the City terrace (area between the City sidewalk or property line if no sidewalk and the City street surface) requires a permit to be issued by the Galesburg Public Works Department. Please call 309/345-3623 regarding any terrace work.
4. Exterior improvements on private property may need a construction permit. Please contact the Community Development Department at 309/345-3619 to verify if a permit is needed.
5. If a contractor is hired to perform exterior improvements on private property, the contractor must be registered with the City of Galesburg. Please call 309/345-3612.
6. Demolition of garages, sheds or other deteriorated structures needs to be performed by a registered demolition contractor.

Questions regarding the Neighborhood Challenge Grant Program should be directed to:

Public Safety Building – 150 South Broad Street, Galesburg, IL 61401
Captain Riggs
309/345-3748

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Certification:

I certify that I am the contact person for this request; and I am responsible for responding to any questions the City Grant Review Committee may have regarding this application. I understand if this request is approved, I will be responsible for coordinating with the City. I further understand the City will submit the grant check to me and I will be responsible for assuring the grant funds are expended on eligible activities in accordance with the approved grant application. I further certify I will notify the City of the date of the project completion. Within thirty days from the date of the project completion, I will submit to the City proper documentation such as purchase receipts. These will verify the grant funds were expended as outlined in the grant application documents. I understand if not all the grant funds are expended on the project, I will be responsible for the reimbursement of any unused funds back to the City within thirty days from the date of project completion. Should unused funds not be reimbursed to the City or the funds are not expended in accordance with the approved project, the organization will not be eligible to apply for any future grants and the City will pursue legal action against me to collect said funds. I understand it is my responsibility to find individuals to maintain any trees, bushes or flowers that are planted under a project. Maintenance includes properly watering the plants and removal of dead flowers/plants at the end of the season.

Applicant Organization

Contact Person's Signature

Date

Questions? Please contact:

Captain Rodney Riggs

Police Department

309/345-3748

rriggs@ci.galesburg.il.us

Completed applications shall be submitted to:

City of Galesburg - Police Department

150 South Broad Street

Galesburg, IL 61401

For Office Use Only

Approved

160-64200

Denied

Amount Awarded: \$ _____

Conditions: _____

Dated: _____