

Neighborhood Improvement Grant Application Review Checklist 2021



Neighborhood: _____

Pre-Qualifications

- Neighborhood Directory Form
- Community Engagement Department Meeting
- Primary City Department(s) on Project: _____

General Information

- Did this neighborhood receive funding in 2020?
- Is this project unique to the neighborhood's past projects?

Evaluating Criteria (check box for yes; 1 point per checked box; 18 points total) **Total:** _____

Neighborhood Involvement

- Did the neighborhood group seek input from neighbors and broadly promote brainstorming sessions or planning meetings?
- Is there documentation that shows neighborhood support (signatures, survey responses, etc.)?
- Did the neighborhood use any of the recommendations from the Neighborhood Toolkit?
- Has a neighborhood representative been listed as the primary contact for project implementation?
- Did the neighborhood provide maps, outlines or images of the proposed project?

Feasibility and Longevity

- Does the project align with existing city plans, codes and/or standards?
- Did the neighborhood provide a realistic budget?
- Is this a project that will last more than two years?
- Can the neighborhood manage the level of maintenance required?
- Can the city manage the level of maintenance required at a low cost and with limited ongoing resources?
- Does the primary city department have the capacity to complete this project in the next year?

Neighborhood Investment

- Is the neighborhood providing additional funding towards the project?
- Is the neighborhood volunteering time and labor to complete the project?
- Is the neighborhood volunteering time and labor to maintain the project over time?

Community Benefit

- Do residents beyond the neighborhood boundaries benefit from the project?
- Does this project enhance the sense of community for residents?

Partnerships and Collaborations

- Did the neighborhood discuss the project with the primary city department?
- Is the neighborhood partnering with nearby businesses or organizations to complete the project by leveraging funding/resources/property?