

# NEIGHBORHOOD GRANTS PROGRAM



The City of Peoria's Neighborhood Grants program is designed to assist neighborhood-based improvement projects to prevent the decline of neighborhoods throughout the city. Both Traditional (Non-HOA) and HOA based communities. Neighborhood groups and associations who are active partners in their community and interested in improving the quality of life of their neighborhoods are encouraged to apply. The Neighborhood Grants Program is subject to annual funding allocations determined by the Mayor and City Council. Up to \$12,000 may be awarded toward any eligible project.

## Restrictions/Exceptions and Special Circumstances

- ❖ **NO administrative funding will be provided to any communities.**
- ❖ **Swimming Pools:**
  - Submittals should be a SAFETY issue such as decking, fences, security, etc. (No Heaters).
  - All pools must have the most recent Maricopa County Environmental Services Department Water and Waste Management Division Swimming Pool Inspection Report included with application.
- ❖ **Cannot be a FOR-PROFIT Community** (i.e. *Most* Apartments, Commercial Businesses)
- ❖ **Traditional Neighborhoods (Non-HOA)**
  - Improvements made, should be to the neighborhood as a whole. Individual property/home improvements involved in the project can only be of the following nature: gravel, rock, grass, exterior painting, and minor exterior repairs.
  - Each homeowner included in the project must write a brief description of what they expect to have done to their property and must individually agree to, and approve of the grant request.
  - Ideas for Traditional Neighborhoods:
    - \*Neighborhood Clean-up Campaign
    - \*Pedestrian-friendly Amenities
    - \*Landscaping of Traffic Islands
    - \*Placement of House Numbers on Existing Homes
    - \*Improvements to Neighborhood Entryways (Signage/Landscaping)
    - \*General Landscaping Projects
    - \*Neighborhood Identification Signs
    - \*Perimeter Wall Painting

## Required Items

- **"Before" Photos of Proposed Project** – clear, color photos
- **Price quotes** - Three (3) price quotes for professional services and materials (for physical improvements).
- **Evidence of Neighborhood Support** – Signed minutes of meetings, ballots, petitions, etc. showing the support from your neighborhood of the grant application request.
- **Private Property Approval Form(s)** – Must attach all necessary private property permission forms for those property owners directly impacted by the project. This is primarily for NON-HOA communities.
- **HOA Board Resolution** - If a Homeowners' Association, you must attach a signed resolution of the board members authorizing the grant request.
- **HOA Financial Statement** – If a Homeowners' Association is **unable** to meet the **50%** cash match requirement, the HOA's most recent financial statement and Reserve Study must be attached.
- **Miscellaneous Items** – Any other items – i.e. recent newsletters or neighborhood flyers that show communication regarding the grant project; special brochures or trade publications that visually depict the improvement you are seeking, and any other items (sketched plans) you may feel appropriate for this grant request.



Planning and Community Development  
Neighborhood and Revitalization

9875 N. 85<sup>th</sup> Avenue, Peoria, AZ 85345

Ph 623.773.5140 Fax 623.773.7233

**NEIGHBORHOOD GRANTS APPLICATION** (please **PRINT** clearly)

1. Name of your neighborhood association \_\_\_\_\_
2. Are you a registered neighborhood with the City? Yes No (If no, you must register to be eligible to apply. Call 623-773-5140 for an application or register on-line: [www.peoriaaz.gov/Neighborhood/Neighborhood\\_HOA\\_Form.asp](http://www.peoriaaz.gov/Neighborhood/Neighborhood_HOA_Form.asp))
3. In what year were the properties in this neighborhood built? \_\_\_\_\_
4. Grant Project Boundaries (please list the specific streets, or name and address where your project will be located):  
 North \_\_\_\_\_ South \_\_\_\_\_  
 East \_\_\_\_\_ West \_\_\_\_\_
5. Name of proposed project: \_\_\_\_\_
6. Please indicate the amount you are requesting: \$ \_\_\_\_\_
7. Yes  No  Our HOA will "Cash match" the grant.
  - a. If YES, indicate amount of "match": \$ \_\_\_\_\_
  - b. If NO, indicate reason why a "match" cannot be made: **Financial Statement and Reserve Study must be attached for any HOA not providing a "cash match".** \_\_\_\_\_  
 \_\_\_\_\_
8. Type of association: \_\_\_\_\_ Condominium/Townhouse Association  
 \_\_\_\_\_ Mobile Home Park Association  
 \_\_\_\_\_ Traditional Neighborhood Association (No HOA)  
 \_\_\_\_\_ HOA – If you mark this section, please answer the following:  
 Yes  No  The current board members have attended HOA education classes.  
 Yes  No  Our HOA has completed a reserve study
9. Monthly Assessment or HOA dues: \$ \_\_\_\_\_
10. What do the HOA dues include? (ex: trash, sewer, roofs, landscaping, exterior painting) \_\_\_\_\_  
 \_\_\_\_\_
11. The project is located on: \_\_\_\_\_ Public Right of Way \_\_\_\_\_ Private Property
12. Primary contact for grant application: (**please PRINT** clearly)

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

13. Please describe the project (attach additional pages if necessary):

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14. How will neighbors be involved in the planning and implementing of this project? **Describe how the project was chosen, and the process used to gather neighborhood support for the project** (i.e., neighborhood meetings, door-to-door surveys, etc.) A critical component of any grant project is the community involvement and benefit. All residents of the community must be notified of the opportunity to propose and comment on projects. Applicants should carefully plan out and document how the community is going to be involved in the selection and execution of a project. Grant projects can provide an opportunity for hands-on involvement; for example, residents may provide volunteer services on projects involving prep work for a landscaping or repainting project (**attach additional pages if necessary**).

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15. What specific issue(s) are you trying to address with this project? **How will the proposed project benefit the neighborhood and/or community?**

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16. Would you be able to complete this project without grant funds? Yes  No  (Please explain):

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17. If your project entails more than one activity, you must indicate below the priority order for project completeness. If your grant is approved, funding will be provided in this order. **We highly recommend separate quotes for each activity.**

1. \_\_\_\_\_ \$ \_\_\_\_\_
2. \_\_\_\_\_ \$ \_\_\_\_\_
3. \_\_\_\_\_ \$ \_\_\_\_\_
4. \_\_\_\_\_ \$ \_\_\_\_\_
5. \_\_\_\_\_ \$ \_\_\_\_\_

18. Who will be responsible for maintenance (if applicable)?

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19. Estimated start date \_\_\_\_\_

Estimated completion date \_\_\_\_\_

20. Has your neighborhood received grant money in the past? Yes  No  If yes, provide date(s) and amount(s):

Date: _____	Amt:\$ _____	Project: _____
Date: _____	Amt:\$ _____	Project: _____
Date: _____	Amt:\$ _____	Project: _____
Date: _____	Amt:\$ _____	Project: _____

21. **Required Items** (*please label AND arrange information in the following order*):

- “Before” Photos of Proposed Project** – clear, color photos  **Check if emailed**  
(Would *prefer* electronic photos emailed to: [neighborhoodrevitalization@peoriaaz.gov](mailto:neighborhoodrevitalization@peoriaaz.gov))
- Price quotes** - Include three (3) price quotes for professional services and materials (for physical improvements). **Please mark “#1” on the lowest quote. REMINDER: a separate quote for each activity is recommended.** We strongly encourage the use of local City of Peoria Businesses.
- Evidence of Neighborhood Support** – Submit all collected results (**signed minutes of meetings, ballots, petitions, etc.**) of your neighborhood in support of this grant application request.
- Private Property Approval Form(s)** – Attach all necessary private property permission forms for those property owners directly impacted by the project. **This is primarily for NON-HOA communities.**
- HOA Board Resolution** - If a Homeowners’ Association, you **must** attach a **signed resolution** of the board members authorizing the grant request.
- HOA Financial Statement** – If a Homeowners’ Association is **unable** to meet the **50%** cash match requirement, attach the HOA’s most recent financial statements, including the Reserve Study.
- Miscellaneous Items** – Please attach any other items – i.e. **recent newsletters** or **neighborhood flyers** that show communication regarding the grant project; special brochures or trade publications that visually depict the improvement you are seeking, and any other items (sketched plans) you may feel appropriate for this grant request.

**NOTE:** If this project is approved, the City of Peoria will enter into an agreement with the grantee to ensure completion of the project, as described by this application.

All physical improvements, whether on private property or the city right-of-way, must be reviewed and comply with all city codes and be in accordance with all federal, state, and local laws.

In addition, the undersigned understands and fully acknowledges that, to the fullest extent allowed by law, they shall indemnify and hold harmless the City of Peoria and its representatives, from and against all allegations, claims or damages arising from or resulting from any work or services with respect to the Neighborhood Grants Program project funding.

The undersigned certifies that the information in this application is true and complete and has been provided for the purpose of obtaining financial assistance from the City of Peoria for the project described, and that the individual signing below has the authority to submit this application.

**Applications missing any of the “Required Items” as of 5:00pm on Monday, July 16<sup>th</sup> may fail to move forward in the grant funding process.**

\_\_\_\_\_  
Signature-Title

\_\_\_\_\_  
Date

Submit this application and all attachments to: City of Peoria  
Planning and Community Development  
Neighborhood and Revitalization  
9875 N. 85th Avenue  
Peoria, AZ 85345