



## SULLIVAN RENAISSANCE 2012 COMMUNITY DEVELOPMENT GRANTS

---

### ELIGIBLE PROJECTS

This program provides funding to experienced groups interested in expanding their beautification efforts into other areas, including planning or economic development as part of a long term strategy or vision. Proposals may be submitted for projects in one or more of the following areas:

- Beautification and downtown revitalization (large landscaping project, façade renovation program, etc.)
- Community development (planning, visioning, needs assessments, capacity building, etc.)
- Economic development (downtown marketing, business development, entrepreneur assistance, etc.)
- Capital improvement projects (streetscape, maintenance infrastructure, community facilities, etc.)
- Inter-municipal initiatives or corridor-based projects (addressing one or more of the above areas)

Proposals and all relevant documentation will be considered on a first come, first served basis as funds are available. Applicants will be notified within approximately 30 days whether they have been approved. These projects are not part of the Sullivan Renaissance judging and are not eligible for Phase II grants. Depending upon the nature of the project, they may be eligible to receive a Showing of Flowers Award (information available upon request).

### GRANT AMOUNTS

A limited number of competitive grants will be awarded through this program. Grants of up to \$5,000 will be awarded based on past participation in the Sullivan Renaissance grant program, and preference will be given to organizations with a proven track record managing multi-element projects and undertaking long-term planning. Projects are required to show additional sources of funding and/or in-kind donations of goods and services.

In addition to the grant, approved projects may receive \$250 in "Flower Dollars" (which must be matched) to purchase annual plants from participating garden centers and nurseries. Groups may also apply for assistance from a gardening intern paid by Sullivan Renaissance (separate application required).

### PROJECT DOCUMENTATION

Beautification and landscaping elements must be completed by **August 6, 2012**. Other approved project elements must be completed and final documentation submitted by **October 15, 2012**. Extensions (up to one year from the grant award date) must be approved by Sullivan Renaissance prior to the deadline. Final documentation must include photos, a summary of all expenses (including the value of in-kind donations), receipts verifying those expenses, and a written final report describing the activities undertaken and measurable outcomes.

For more information, any questions and to submit a grant, contact:

**Helen Budrock, Community Planner**


**Phone: (845) 295-2445**

**e-mail: [hbudrock@sullivanrenaissance.org](mailto:hbudrock@sullivanrenaissance.org)**

# 2012 COMMUNITY DEVELOPMENT GRANT APPLICATION

---

## APPLICANT INFORMATION

 Name of applying group / organization: \_\_\_\_\_  
Contact person: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
Phone (day): \_\_\_\_\_ Phone (eve): \_\_\_\_\_  
Mobile: \_\_\_\_\_ Email: \_\_\_\_\_  
Total project cost: \_\_\_\_\_ Grant requested: \_\_\_\_\_

Please provide a short summary of your proposal:

 \_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE                      PRINT NAME                      DATE

---

## PROPOSAL SUBMISSION

This application must be accompanied by a written grant proposal summarizing your project. The following elements must be included in your proposal:

- **Project Description:** Describe your project and attach any photos, maps, renderings or other supporting documentation. Make sure to describe any steps you have taken to develop a long-range plan, and how the proposed project is part of a larger vision for your community. Describe any permissions or permits needed (i.e. building or highway permits) and how the project complies with applicable regulations (zoning, handicapped accessibility, etc.).
- **Collaboration:** Provide a list of all community groups, organizations or municipalities that will be collaborating on this project. Identify what task(s) you anticipate each will perform and attach letters of support.
- **Budget & Finances:** Provide a detailed budget, itemizing anticipated expenses as well as sources of income. Make sure your budget clearly shows the total cost of the project, versus the amount of grant sought and any matching funds. Also provide a budget narrative that addresses how the project would proceed with partial funding. Describe other funding sources you have secured or plan to explore, including how you will match the \$250 worth of Flower Dollars.
- **Additional Documentation** (please attach to your proposal):
  - 501(c) (3) IRS Determination Letter. *Note: if you do not have a 501(c)(3) determination and you are not a school, church or municipality, you are required to sign an expenditure responsibility letter prior to receiving the grant.*
  - Photos, maps, renderings and other supporting documentation
  - Letters of permission (including property owner permission)
  - Garden Design Packet or Maintenance Assessment Form (if applicable)
  - Intern application (optional)

