

# Love Your Block West Huntington

## Mini-Grant Application for 2020

### Neighborhood Improvement Projects

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## Mission Statement

The purpose of Love Your Block is to empower residents to carry out their own vision for a cleaner, greener, and healthier neighborhood. The City of Huntington encourages resident leaders to show their neighborhood pride, by proposing projects and initiatives that will enhance, beautify and revitalize their communities.

Grant awards shall be used solely for the purpose of enabling individuals, resident groups and/or community-based organizations to work with their neighbors in partnership with City agencies to beautify and rejuvenate neighborhoods through projects that increase community connectedness through volunteerism.

## How to Apply

Email completed application and all requested materials to [shorts@huntingtonwv.gov](mailto:shorts@huntingtonwv.gov) by March 15, 2020. Applications will not be accepted after this date. All applications will be scored by the Application Review Committee and grantees will be announced by the end of April 2020.

You can also submit your application by mail or in-person at:

Planning and Zoning  
Huntington City Hall, Room 2  
800 5th Ave, Huntington, WV 25701

For up-to-date information on Love Your Block, like our Facebook page [@WestHuntingtonLYB](https://www.facebook.com/WestHuntingtonLYB).

If you have any questions or need assistance in any way, please contact us:

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Love Your Block Coordinator  
Office Phone: (304) 696-5540 ext.2092  
Email: [shorts@huntingtonwv.gov](mailto:shorts@huntingtonwv.gov)

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Love Your Block Coordinator  
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## Eligibility Requirements

Neighborhood Improvement Projects:

- **Vacant Lot Activation**
  - Example: Community gardens, green gathering spaces
- **Ongoing/Coordinated Litter/Trash Removal Programs**
  - Example: Adopt a Block, litter pick up days
- **Beautification**
  - Example: Public art created by the community, landscaping
- **Programming and Public Activities**
  - Example: Children's Home Society Pocket Park maintenance and activities

Requirements for Applications:

- The project is located in the target area of West Huntington (See map below)
- Recruit a total of three or more committed volunteers
- Propose a budget that does not exceed \$2,000
- Submit a detailed plan that outlines how the project will be implemented
- During the project, coordinate a pick-up of litter in the area the project is located

In order to qualify for the Love Your Block grant, successful project applications must demonstrate the project will do at least one of the following:

- Address a goal that is shared by community members
- Be resident-led and show clear support from the community
- Increase community connectedness through volunteerism
- Help improve residents' perception of safety
- Improve the appearance of the neighborhood
- Revitalize a physical space (i.e. vacant lot, green space, etc.) that is underused, overgrown, or an eyesore to the community
- Work with city services as necessary to enhance the projects as necessary

*Projects that promote community and neighborhood connectedness, intergenerational connections, and recurring activity space will be given priority*

For any projects outside of these recommendations, please contact the Love Your Block Coordinators.

## Reporting/Data Collection

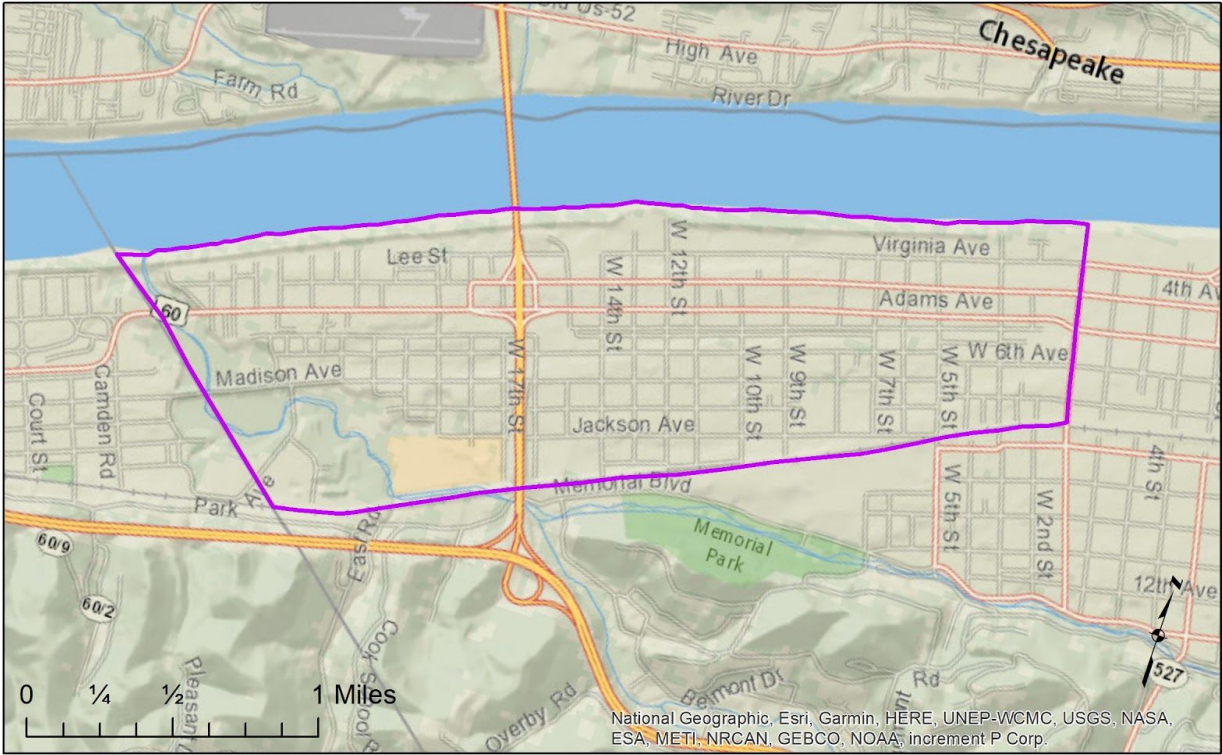
Grant recipients will be responsible for directly reporting to the Love Your Block team on a **regular basis**. This includes regular monthly mini reports of progress (if appropriate), photographs of the completed project, a written report that contains quantitative data such as

square feet of graffiti removed, number of trees planted, etc. as well as qualitative information about the project process. We will be using United We Volunteer to report volunteer data. <https://www.unitedwevolunteer.org/> This will be further reviewed during the Mandatory Grantee Orientation.

**MINI-GRANT FUNDS MAY NOT BE USED FOR:**

Administration of mini-grant, salary pay, alcoholic beverages, entertainment, parties, recognition dinners, awards, raffle prizes, motor vehicles, surveillance equipment, weapons, speed bumps, street repair, and items or services for personal use.

**West Huntington Target Area**



**Land Reuse Agency Vacant Lots:**

The following addresses are vacant lots that are available for projects:

- 955 Adams Avenue
- 607 Washington Avenue
- 2021 Madison Avenue

## Important Dates

Application Deadline	March 15, 2020
Grant Awardees Announced	By the end of April 2020
Mandatory Grantee Orientation	May 2, 2020

**Grantees are expected to complete their projects within 3 months of grant distribution.**

## Application Checklist

### Application Checklist:

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|---|---|
| <input type="checkbox"/> Completed application        | <input type="checkbox"/> Sustainability plan  |
| <input type="checkbox"/> 3 or more volunteer contacts | <input type="checkbox"/> Completed Perception Survey                                      |
| <input type="checkbox"/> Pictures of the project site | ( <a href="https://forms.gle/XaExS2YaZocLr7JXA">https://forms.gle/XaExS2YaZocLr7JXA</a> ) |
| <input type="checkbox"/> Expense table                |   |

If a project is to take place on private property:

- A letter of permission from the owner for your group to use their property

**Incomplete applications will not be considered for funding.**

## Contact Information

Full Name:

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Title/Role (if applying as an existing organization or community group):

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Email (if applicable):

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Phone:

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Alternate Phone Number (if applicable):

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Preferred Method of Communication:  Text  Phone  Email

Full Address:

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How did you find out about Love Your Block?:

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Do you agree to submit periodic progress reports, including photographs of the project site improvements and community engagement efforts, while the project is being implemented?

- Yes
- No

Can your project be completed within 3 months?

- Yes
- No

Do you agree to submit a final report upon project completion?

- Yes
- No

Do you agree to submit before and after photographs as well as the possibility of being interviewed on camera?

- Yes
- No

Do you agree to attend the Mandatory Orientation?

- Yes
- No

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Project Information

Project Name:

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Project Site Location (Please be specific, provide address & block/lot if available):

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Is the project located on private property?

- Yes
- No

*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.*

Short Project Description:

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Describe the need(s) your project addresses within the community and its impact.

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List any community partners (churches, local businesses, etc.) and/or volunteers (neighbors, family members, friends) that will assist with your project.

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What are you planning to measure to show what difference your project had in the community? (ie: plant # trees, engage # local business owners, # houses painted, etc)

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How does your project promote neighbors working together, and how do you plan to engage neighbors in your project?

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State any obstacles or roadblocks you anticipate may hinder your project's success and how you intend to address the potential challenges:

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Do you have any prior experience with similar projects?

- Yes
- No

List the names of three or more volunteers who are willing to participate in your project:

Name	Phone Number	Email

## Budget/Costs/Donations

Please complete the expense table for the TOTAL planned expenses of the project. This section includes items, quantities, the purpose of use, whether or not the material can be donated, and the cost of materials.

Item	Quantity	Purpose	Donated?	Cost
<i>Ex. Mulch</i>	<i>10 lbs</i>	<i>Mulch for the garden</i>	<i>yes</i>	<i>\$00.00</i>
<b>Total:</b>				

# Sustainability Plan

Please explain how you plan on sustaining your project beyond the grant period and who will be responsible:

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Please list steps that will be taken after completion of the program to maintain the project's effect on the community beyond the grant period.

Step	Goals	Resource/s needed to complete step	Person(s) Responsible	Frequency
<i>Ex. Maintain cleanliness</i>	<i>Keep litter/debris off the grounds</i>	<i>Two trash receptacles that are emptied weekly</i>	<i>John Doe</i>	<i>Weekly checks</i>