



Love Your Block, Austin!

Neighborhood Project Overview, Guidelines & Application 2014

PROJECT OVERVIEW

Description of the Program

Love Your Block, Austin! is a program funded by Cities of Service, a coalition of mayors that focuses on finding new and innovative ways to prioritize service within city government through its Impact Volunteering Fund. City of Austin's Mayor Lee Leffingwell has been a member of this coalition since 2010. Cities of Service's Impact Volunteering Fund is supported by Bloomberg Philanthropies and offers several blueprints for service projects, including Love Your Block.

This program provides competitive grants to neighborhood groups to purchase the supplies needed for their improvement project, and it coordinates city government services as needed to support the effort. While the grant and the City of Austin services are strong forms of support, Love Your Block, Austin! encourages its applicants to use volunteers as the strongest tool in community-focused efforts. Neighbors know the most about their community, and neighbor volunteers can affect the most change in their community.

Love Your Block, Austin! projects can include tree planting, vacant lot clean-up, graffiti removal, and community garden development. However, projects can expand beyond these examples and can include trail maintenance, recycling sites, alternative crime watch methods, and more. Creative proposals are welcome!

Lastly, Love Your Block, Austin! wants to specifically support projects that take place in Austin's traditionally underserved neighborhoods. In line with the City of Austin's comprehensive plan, Imagine Austin, the Mayor's Office is working towards a more livable Austin - a city where all residents have access to quality living in well-maintained and stable neighborhoods. Love Your Block, Austin! aims to support residents in their efforts to bring the best out of their community!

Important Dates of Love Your Block, Austin! :

June 1, 2014	Neighborhood Project Applications Due: Electronic applications due by midnight; mailed applications must be stamped by May 30
June 30, 2014	Successful Neighborhood Project Grantees announced
July 12, 2014	Grantee Orientation
October 31, 2014	Deadline for projects' completion and report submission

Available Resources

The Mayor's Office wants to support your application for Love Your Block, Austin! If you need help with any part of the application, please contact by AmeriCorps VISTA Nevena Pilipovic-Wengler at loveyourblock@austintexas.gov or by phone at 512-974-2250.

(Note: Asking for and receiving assistance will not be noted in your application, and it will not affect how the Grant Review Committee scores your application.)

PROJECT GUIDELINES

Qualifications

In order to qualify for the Love Your Block, Austin! application process, each group must:

- Be a volunteer-led group (such as neighborhood groups or associations, schools, and church-based groups) or an organization (such as Community Development Corporations and local non-profits) located in the neighborhood of the proposed project site. Volunteer-led groups and organizations can partner their neighborhoods and apply together for projects.
- Demonstrate the ability to mobilize a minimum of 20 volunteers to take part in the revitalization of their block . Residents of any Austin neighborhood qualify as volunteers.
- Have at least two members who can serve as points of contact and attend a grant orientation workshop with City of Austin representatives
- Ask for a grant amount between \$500 and \$1,000, depending on the project's need
- Submit all sections and required material of the 2014 Love Your Block Application
- Be committed to submit a written report summarizing the project's completion and its relevant measurements after the project's October deadline

Preferences

All projects that fulfill the qualifications listed above will be considered by the Love Your Block Grant Review Committee. However, preference will be given to groups and projects that:

- Engage members of your community as volunteers
- Demonstrate a creative solution to issues affecting your neighborhood
- Take place in a traditionally underserved community
 - For the purpose of Love Your Block, Austin!, traditionally underserved communities are defined here as neighborhoods with Median Household Income levels below the Austin average of \$52,453, as cited by the U.S. Census Bureau.
 - To see where your neighborhood lies in relation to the Austin average, use the United States Census Bureau's Census Explorer at <https://www.census.gov/censusexplorer/censusexplorer.html>. Use the measure 'Median Household Income.'

Project Application Submission

Checklist

Please answer all of the following questions online or on a separate sheet of paper. Here is a checklist of necessary items:

- Completed Sections 1 & 2
- Action Plan, Budget Plan, and Maintenance/Sustainability Plan
- If applicable - Letter of permission from private property owner for neighborhood group to complete the Love Your Block project on their property

Submission

You may submit an application and required attachments in any of the following ways*:

Online: Electronic application at www.austintexas.gov/mayors-office/loveyourblock

E-Mail: loveyourblock@austintexas.gov

Fax: 512-974-2337

Post: Office of Mayor Leffingwell
c/o Austin's Love Your Block
P.O. Box 1088
Austin, TX 787

* All received applications will be confirmed within 48 hours of submission. If you do not receive confirmation within 48 hours, please contact by writing to AmeriCorps VISTA Nevena Pilipovic-Wengler at loveyourblock@austintexas.gov or by calling 512-974-2250.



Love Your Block, Austin! Project Application 2014

Section 1: General Information

Group's Name:

Group's Mailing Address:

Primary Contact *This person will be contacted for all notifications*

Name:

Home Address:

Best Phone #:

Alternate Phone #:

Email Address:

By signing below, the Primary Contact certifies that their affiliated group has read and understood the Love Your Block, Austin! summary and Neighborhood Project Guidelines and that all the information contained within this application is true and correct to the best of the group applicant's knowledge.

Name (print)

Signature

Secondary Contact *This person will be included on group notifications and contacted if the primary contact is unavailable*

Name:

Home Address:

Best Phone #:

Alternate Phone #:

Email Address:

Section 2: Group & Project Description

Please provide your answers on separate sheets of paper or online.

1. Briefly describe your group's purpose, history and accomplishments:
2. Please tell us about the location(s) of your project (including its physical description, its surroundings, and if possible, its address):
3. Is your project site City property or private property? (You can find out the answer through the Travis Central Appraisal District's Property Search: http://www.traviscad.org/property_search.html). If the site is on private property, please explain how the public or your neighborhood will benefit from the project and include a letter from the property owner offering permission for your group to complete your project if selected.
4. What community issue do you hope to address through Love Your Block?
5. Have you reached out to any potential partners? If so, please list the names of partners and briefly describe their potential role(s). If not, please let us know any challenges you have had or might have in developing partnerships.

Note: Partnerships can involve local businesses, volunteer-led groups (including neighborhood organizations, school groups, and religious-based groups), nonprofits, and more. These partnerships can also span different neighborhoods, and in turn, can include the same type of project implementations in different neighborhoods (for example, front yard box gardens in 3 different neighborhoods.)

6. Describe the project you propose and how it is a solution to the issue you identified above. What does your final vision for the project look like?

Note: Please note whether this is an ongoing or a new project. Love Your Block, Austin! can be used to support ongoing projects.

7. How will you engage local volunteers and/or reach out to your neighbors to involve them in any/all stages of the project?

8. How many volunteers do you anticipate? How many of these volunteers do you anticipate will live in the neighborhood of your proposed project?

Note: All grantees are required to mobilize at least 20 volunteers.

For questions 9, 10, and 11, please answer with the templates used in the examples.

9. Action Plan: Include a detailed action plan that indicates the various steps your group will take to carry out the community improvement project.

Example Action Plan

Action	Person(s) responsible for carrying out action	Date of Action	Intended Outcome
Community outreach to inform residents of Love Your Block grant received and time/date of a Community Meeting	Erica Santos	August 10	Raise awareness of the project & have residents attend the Community Meeting to learn more
Host Community Meeting	Michael Santos	August 20	Rallying community members behind the project and make them aware of upcoming opportunity; identify potential project leaders and volunteers

10. Budget Plan: Please provide a budget that includes all planned expenses related to the project. Keep in mind the following requirements:

- **The minimum request can be for \$500, and the maximum request can be for \$1,000**
- **Costs included in this budget should only consist of one-time expenses related to the project and/or items such as equipment or supplies**
- **Love Your Block, Austin! grants do not cover personal costs, such as food and travel.**
- **Love Your Block, Austin! grants will not be directly distributed to recipients in cash**

Example Budget Plan

Item	Description of use	Cost
Planters and Window Boxes	To install on community building	\$400
Hardware	To install Planters and Window Boxes	\$100
Perennials	To be planted	\$200
Rain Barrel	To provide water for site	\$300
Total:		\$1,000

11. Maintenance/Sustainability Plan: How will you sustain the impact of your project long-term?

Example Maintenance/Sustainability Plan

Component/Method	Action Steps	Timeline
Identify garden advocate(s)	Recruit community volunteers with an interest in gardening to help maintain and monitor the community garden	Before project begins
Water the garden boxes	Mr. Smith will water the plants	Weekly
Maintain green space around the garden	Neighborhood and garden volunteers under the direction of Mr. Smith will cut and weed the grass (recruited in first step)	Weekly

12. What additional support do you anticipate needing beyond the grant, if any (i.e. cash donations, other grants, flower donations, paint donations, etc.)? Do you have the capacity to seek this support?

Note: If you receive the grant, the City of Austin will work closely with your group to see all of the potential opportunities for leveraging City of Austin and local resources. Your answer to this question will not affect how the Grant Review Committee scores your application.

13. Do you have any additional comments you would like to share?