City of Sioux Falls Neighborhood Project Grant Overview

What is the Neighborhood Project Grant?
The Neighborhood Project Grant reimburses costs to complete noncapital projects that enhance a neighborhood’s livability and involvement, collectively benefit the entire neighborhood, and promote a strong sense of community. Projects may include, but are not limited to, neighborhood cleanups, identification signage, planting boulevard trees, and community flower or vegetable gardens. Small grants may also be awarded to assist new associations with start-up costs.

Eligible Applicants
- Individuals or community groups must work with recognized neighborhood associations or organizations to apply for grants.
- A complete list of existing registered neighborhood associations is available online at www.siouxfalls.org/community-development/economic-development/neighborhoods.
- For more information on establishing an association in your neighborhood, contact Community Development at 367-8179.

General Requirements
- Successful projects will focus on improving a neighborhood’s involvement and enhancing its livability.
- Applicants can request more than one grant as long as the total dollar amount requested per association does not exceed $2,000. A realistic budget of all expenses for the project must be included with the application. Amount of funding and projects awarded will be announced May 8, 2015.
- Grant matching funds are not required, but projects with matching funds or in-kind labor will be given greater consideration for grant funding. Examples of eligible match include volunteer labor, donations of equipment, materials, or a monetary match from donors.
- Eligible expenses include, but are not limited to, rental equipment costs, specialized labor (arborist, heavy equipment operator, etc.), landfill fees, cleanup supplies (paint, gloves, garbage bags, etc.), and dumpster rental and delivery charges.
- Ineligible expenses include routine maintenance, ongoing operating expenses, unspecialized labor costs, food and beverage, and facility rental, or any expenditure deemed by the City to be inconsistent with the grant program purpose or not allowed by law.

Process Timeline
- Applications along with the necessary supporting documentation must be submitted to Community Development no later than 5 p.m. on May 1, 2015.
- The project must be completed and reimbursement requested in writing by 5 p.m. on November 9, 2015. Also, pictorial documentation of the completed project must be submitted to Community Development to receive reimbursement.
- Approved projects cannot be converted into a different project after grant approval.

Need More Information?
- Phone: Adam Roach at 367-8179.
- Email: aroach@siouxfalls.org.
- Internet website: www.siouxfalls.org/neighborhoods.
City of Sioux Falls Neighborhood Project Grant Timeline

March 23, 2015, at 6 p.m.

Application Workshop

A grant workshop will be held to answer questions and provide feedback regarding the neighborhood’s proposal. Our team can also provide guidance on how to submit a clear, reasonable, and effective application.

- The grant application workshop will be held at the Sioux Falls Downtown Main Library Conference Room.
- Need help? Don’t forget that staff are available to help find solutions to problems that may arise during the project. Call Adam Roach at 367-8179 for assistance.

May 1, 2015, at 5 p.m.

Application Deadline

Applicants must complete an application and attach necessary supporting documentation. If submitting more than one application, indicate your desired priority for each project. Please read all of the program policies carefully before filling out the application. It is extremely important to fill out the application form properly. If in doubt, please ask questions!

- All applications must be submitted to the Community Development Department.
- If your request is approved, you must adhere to your application and the Neighborhood Project Grant Agreement throughout the grant’s duration. This includes the project scope and budget worksheet.

May 8, 2015

Project Evaluation and Selection

The Neighborhood Project Grant Program selection team comprised of Community Development and Planning staff review the submittals based on their merits and makes a recommendation to the Director of Community Development for a final decision.

- The Neighborhood Project Grant Program is competitive, and the number and size of awards are limited by the amount of available funding and applications received.
Neighborhood Project Grant Program
Project Application Form

The Neighborhood Project Grant Program is competitive, and the number and size of awards are limited to available funding. Projects that are clearly explained, have a significant visual impact, and neighborhood involvement have a better chance in the competitive process, so please provide as much detailed information as possible. Applicants are required to work in conjunction with recognized neighborhood associations/organizations. If you need assistance organizing a neighborhood association, or help with your grant proposal, please contact Adam Roach at 367-8179 or aroach@siouxfalls.org. Application deadline is May 1, 2015, at 5 p.m.

Project Ideas to Consider: Neighborhood cleanups, identification signage, association start-up funding, planting boulevard trees, neighborhood-based art, neighborhood welcome kits, planting flowers in a public space, and other neighborhood enhancement projects will be considered.

Please Note:
- Projects are subject to City ordinances and requirements.
- All Neighborhood Project Grant projects must be completed by November 9, 2015.
- Incomplete applications will not be accepted.
- Applicants are required to work with recognized neighborhood associations/organizations.

Project Information:
Provide a project overview that includes the association name, project title, active participants, and address the following questions in 500 words or less:
- How will this project enhance/benefit the neighborhood and foster a sense of community?
- How does the project include opportunities to involve neighbors in shaping and carrying out the project?
- How have neighborhood beneficiaries been included in the project planning process?
- Include any letters of support from residents or organizations who would benefit from the project.

Submittal Requirements:
Completed Application and Project Narrative: Submit to aroach@siouxfalls.org or via postal mail to Community Development, 100 South Dakota Avenue, Suite 100, Sioux Falls, SD 57117-7402.
Location Map: Show the project location within the neighborhood association boundaries (8 1/2 x 11).
Site Design: If applicable, please provide a site design copy (8 1/2 x 11).
Project/Site Photos: Digital copies are preferred and can be sent to aroach@siouxfalls.org with the project title as the subject.
Approval: All projects must adhere to City of Sioux Falls ordinance and approval processes.
Application Questions:
Adam Roach can help you navigate the neighborhood association and application process. Call him at 367-8179 or email aroach@siouxfalls.org.
Required Signature: If awarded, the total scope of work and implementation of the project are under the domain and control of the neighborhood association. The City may exercise oversight of the project if related to City-owned facilities or for large projects. We certify that this information has been discussed by the decision-making body of the applying group and all information contained herein is accurate.

Name (Printed)/Signature/Date
Neighborhood Association Champion