



SULLIVAN RENAISSANCE
2019 COMMUNITY DEVELOPMENT PROGRAM
MUNICIPAL PARTNERSHIP GRANT INSTRUCTIONS

Sullivan Renaissance is a beautification and community development program committed to building beautiful, healthy and active communities. The **Community Development Grant Program** offers funding to qualified applicants to implement projects in Sullivan County, NY. **MUNICIPAL PARTNERSHIP GRANTS** engage local government in efforts to beautify public spaces, enhance code enforcement and build healthy communities.

A limited number of grants are funded each year through a competitive application process. Sullivan County towns and villages interested in applying for a Municipal Partnership Grant are asked to submit an **Expression of Interest** no later than the close of business on **Monday, December 31, 2018**. Upon receipt of an Expression of Interest, Sullivan Renaissance will arrange to meet with local officials to tour the community and discuss needs and opportunities. After this meeting, the municipality may submit a formal grant proposal any time until **Friday, February 1, 2018**. Applicants not selected to participate in the Municipal Partnership Grant Program may be eligible for funding through other programs.

BASIC REQUIREMENTS

Towns and Villages applying for this program are encouraged to collaborate with businesses and volunteer efforts in their community. Grantees are required to address each of the following areas in some way:

1) **Beautifying Public Spaces:** This may include labor and materials necessary to maintain existing gardens and public spaces and/or to create new gardens, parks or landscape installations. Municipal applicants are required to collaborate in some way with any existing volunteer based beautification groups in their community. The goal of this program is to supplement – not replace -- the work of volunteers.

Beautification and enhancement of key gateways is particularly encouraged, and may include replacing/upgrading welcome signs, adding banners or hanging baskets to utility poles, planting street trees, removing litter along heavily travelled roads, or landscaping highway corridors in partnership with NYSDOT and county highway authorities. Participants may also develop innovative re-grant programs through which businesses in a defined gateway area could apply for funding to install landscaping, upgrade signage, or make other aesthetic enhancements.

2) **Enhancing Code Enforcement:** This may include hiring additional personnel or consultants to assist with code enforcement and/or the removal of eyesores in targeted areas that are highly visible. Municipalities are encouraged to adopt or strengthen land use regulations, design guidelines and property maintenance codes focused on aesthetics. Participants may also develop innovative re-grant or other incentive programs to address graffiti, blight, dilapidated buildings or other eyesores.

3) **Building Healthy Communities:** This may include taking steps to make communities more pedestrian-friendly, improving existing parks and trail networks or creating new ones, or hosting events and programs designed to increase physical activity (i.e. races, walking tours, bike-a-thons, etc.). Municipalities are also encouraged to examine ways they could increase opportunities for their residents to access healthy food, including promoting or creating farmers markets, and establishing community vegetable gardens.

GRANT RESOURCES

Municipalities selected to participate will receive the following resources:

- **Matching Grants:** Municipalities will receive \$20,000 in grant funding (Phase I grants), which must be matched dollar for dollar. Matching funds may be in the form of cash or in-kind contributions. A portion of the grant funds may be used to hire personnel or consultants to assist with grant administration and project coordination.
- **Flower Dollars:** Each municipality will receive **\$1,000** in “Flower Dollars” to purchase annuals from participating garden centers and nurseries.
- **Project Intern:** Municipalities may also receive assistance from a paid intern to help with project implementation and documentation. Interns will be assigned based on need, project scope, availability and supervisory capacity.
- **Technical Assistance:** Each municipality will have access to planning, design and engineering assistance provided by Sullivan Renaissance staff and/or consultants. This may include landscape design plans, customized Planning/Zoning Board training, assistance with land use ordinances and design guidelines, etc. Grant-writing assistance and and/or training in grant administration may also be available.

All approved municipal projects will participate in in a county-wide competition which culminates in a judging process in early August. A second round of grant awards (Phase II grants) will be announced at the Sullivan Renaissance Awards Ceremony.

ADDITIONAL ASSISTANCE

Sullivan Renaissance offers a variety of educational programs including an annual conference and monthly seminars. We can also assist with Spanish translation and outreach to multicultural populations. Prospective new applicants are encouraged call the office at 845-295-2445 with any questions or to make an appointment to discuss a potential project.

For more information about Community Development Grants contact:

Helen Budrock, Assistant Director & Community Planner

Phone: (845)295-2462 or E-mail: hbudrock@sullivanrenaissance.org

**To apply for a grant,
email: grants@sullivanrenaissance.org**



SULLIVAN RENAISSANCE
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MUNICIPAL PARTNERSHIP GRANT: EXPRESSION OF INTEREST

Municipality: _____

Contact Person: _____ Title: _____

Mailing address: _____

Phone: (day) _____ Phone: (cell) _____

Email: _____

1) Describe the geographic focus of your planned efforts. Is it community-wide or do you have a target area in mind?

2) In the table below, list any existing gardens, parks and public spaces that you plan to maintain.

Garden Site	Year Completed	Address/Location

3) Briefly describe how you plan to use this grant to address beautification of public spaces in your community.

4) Describe how you plan to involve any existing volunteer-based organizations or Renaissance groups in your efforts. If your community currently lacks an organized volunteer base, describe your plans to identify and engage volunteers.

5) Are you planning to apply for support from a project intern? Yes No

6) Briefly describe how you plan to enhance code enforcement in your community.

7) Briefly describe your ideas to build a healthier community.

8) How would you utilize the technical assistance services available through Sullivan Renaissance and its consultants?

SIGNATURE OF AUTHORIZED REPRESENTATIVE

PRINT NAME

DATE