

# Neighborhood Enhancement Grant Program Application



## Purpose

The purpose of the Neighborhood Enhancement Grant Program (NEGP) is to provide funding from the City to neighborhoods to assist in maintaining and/or revitalizing their areas, so as to prevent the decline of mature neighborhoods. By encouraging neighborhood participation and investment, it is the program's objective to address individual neighborhood needs before they become community challenges. The process includes application submittal, a meeting between the applicant and city staff to discuss the proposed scope of work, and consideration and approval by the Neighborhood Advisory Commission at a public meeting.

## Submittal

Please complete the Neighborhood Enhancement Grant Request Application form, following the review of the Program Criteria & Requirements. All other required materials should be submitted in-person to the Neighborhood Advisory Commission Staff at the One-Stop-Shop located at 7447 East Indian School Road, Suite 105.

## Scheduling

After the Neighborhood Enhancement Grant Request Application has been accepted, a staff member will contact the applicant within five (5) business days to schedule a consultation meeting with the assigned staff. Generally, a consultation meeting is scheduled within five (5) to fifteen (15) business days from the date of the submittal.

<b>Project Name:</b>			
<b>Site Address (s):</b>			
<b>Properties included in proposal:</b>			
<input type="checkbox"/> 1 Single-Family Residential Non-HOA Home	<input type="checkbox"/> Non-HOA Neighborhood Group	<input type="checkbox"/> Other	
<b>Has a 'Notice of Compliance' been issued?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No      If yes, provide a copy with this submittal			
<b>Please check the appropriate box(s) associated with the request:</b>			
<input type="checkbox"/> Landscape Maintenance	<input type="checkbox"/> Landscape Enhancement	<input type="checkbox"/> Perimeter Wall Maintenance	
<input type="checkbox"/> Alley Improvements	<input type="checkbox"/> Neighborhood Signage	<input type="checkbox"/> Other:	
<b>Applicant/Owner:</b>		<b>Neighborhood Group Name &amp; Contact:</b>	
<b>Address:</b>		<b>Address:</b>	
<b>Phone:</b>	<b>Fax:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>E-mail:</b>		<b>E-mail:</b>	
_____		_____	
Applicant/Owner Signature		Neighborhood Group Representative Signature	
* I am the owner of the property or I am the duly and lawfully appointed agent of the owner of the property and have authority from the owner to sign this application on the owner's behalf. If the property has more than one owner, the I am the agent for all the owners and the word "owner" refers to all of them.			
<b>Official Use Only</b>	Submittal Date: _____	Application No.: _____-XX-_____	
	Project Coordinator: _____	City Maintained ROW: <input type="checkbox"/> Yes <input type="checkbox"/> No	

# Neighborhood Enhancement Grant Program Application



**APPLICATION NARRATIVE**

The narrative should describe the purpose of the request, and all pertinent information related to the request as well as respond to the following:

1. Summarize your project and its goals in two sentences.
2. Describe your project and its goals in detail (considering the program criteria and requirements - maximum two short paragraphs)
  - a. Please briefly describe the project purpose, the known history of the site and why grant funding is necessary to achieve the sought enhancements.
  - b. What need(s) in your neighborhood will this project fulfill?
  - c. Approximately how many properties and people will directly benefit from this project?
  - d. How will you measure the success of this project? How can the project or benefits created by the project be continued?

The following list of additional submittal information is not required to apply, unless indicated below prior to the submittal of this application.

This information may be requested from staff prior to forwarding the request to the Neighborhood Advisory Commission for their consideration.

**ADDITIONAL SUBMITTAL INFORMATION**

- Site Plan
- Subdivision plan
- Landscape plans
- Neighborhood Group Approval letter
- Sign Criteria Regulations & Language
- Material Samples – color chips.
- Other

---

---

---

---

---

---

---

---

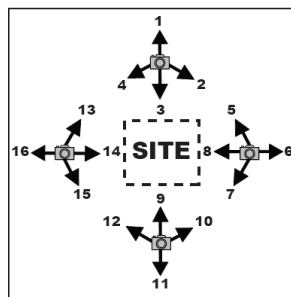
---

---

**PROPERTY OWNER(S) AUTHORIZATION FROM EACH PARTICIPATING PROPERTY**

**SITE / CONTEXT PHOTOGRAPHS**

- Provide color photographs showing the site and the surrounding properties. Use the guidelines below for photos.
- Photos should be taken looking in towards the project site and adjacent to the site.
- Photos should show adjacent improvements and existing on-site conditions.
- Each photograph should include a number and direction.
- Photos should be provided on 8 ½ x 11 paper, max. two per page.



**PROGRAM CRITERIA & REQUIREMENTS**

The Neighborhood Advisory Commission will consider each application proposal and request, subject to the following requirements and considerations:

**Visual Accessibility** (Requirement) – Projects must have frontage to public streets that are classified as a Minor Collector or Greater, or have adjacency to a canal, public park, or school to ensure the project can be seen by the overall public. Please contact staff with any questions.

**General Need** (Requirement) – Projects must be within non-HOA Neighborhoods, where existing funding mechanisms are not available.

**Existing Conditions** (Consideration) – How does the subject site compare to the neighborhood and surrounding context? How will the proposal improve the neighborhood?

**Maintenance** (Consideration) – Does the subject site have an active "Notice of Compliance" from Code Enforcement, and will the proposal bring the property into compliance? The project narrative should describe how the project or site will be maintained overtime by the applicant without requiring future assistance.

**Planning and Development Services**

7447 E Indian School Road Suite 105, Scottsdale, Arizona 85251 • www.ScottsdaleAZ.gov