

Community Beautification Grant Program (CBP)

The City of Marysville will be offering grants to neighborhoods and community groups to improve their neighborhoods. The program seeks to partner with homeowners and residents to beautify and provide improvements in the neighborhood environment and to promote community interactions by improving gathering places. Marysville's CBP program is accepting applications for project proposals for 2016/2017. This is a competitive grant offering. Applications will be reviewed by a grant review committee that will score the applications and make the award selection. The committee will then present their recommendations to Marysville City Council for approval by mid-March of 2017.



Example projects: Examples of some projects which might qualify include community landscaping projects or cleaning up trash in commons, or in areas that are visible to the public. Projects might involve installation of fencing or paths to improve or control access to common areas or parks. Improvements that promote community gathering spots through improved resting or active areas are also eligible. The grant is intended to provide community value through enhancing aesthetic appeal, any project designed with these goals at its core, and designed in a way that benefits the community at large rather than one homeowner in particular may qualify.

Award Amount: Up to \$7,500.00 for larger neighborhood projects or \$5,000.00 for neighborhoods that have previously received CBP funds. Funds are awarded on a reimbursement basis upon completion of the project. To enhance accountability and ensure projects provide value to the community, projects which fail to deliver on their initial goals may be denied reimbursement. A City Staff representative will be assigned to each awardee.

Conditions: Successful applicants must seek prior approval before changing any plans related to grant funds that will impact the delivery of the project's stated goal, change the stated goal or change the cost of the project. Failure to do so will risk the loss of reimbursable funds. Applicants will be expected to coordinate with city staff to ensure the project improvements are performed consistent with application. In addition, any improvements that are proposed for installation on city property or street right of way will require approval and coordination with City personnel. Reimbursable expenses must be reviewed with city staff prior initiating work with the vendor or contractor.

Application Information: The deadline for applications is Friday, January 20, 2017 at 5 p.m. All applications must be submitted prior to 5 p.m. Applications can be submitted electronically through the online application or in person at City Hall; 1049 State Avenue. Projects must be completed by October 1, 2017 with a request for reimbursement submitted no later than November 1, 2017.

If applicants reside in a neighborhood with an active Homeowner's Association (HOA), written concurrence from the HOA board is required to be submitted with the application. If applicants reside in a neighborhood without a Homeowner's Associations, the application must be signed by at least five households to display broad based neighborhood support for the project. It should also be demonstrated that the homeowners have made an effort to communicate the proposed improvement plans to the neighborhood.

Incomplete applications will not be considered. To maximize the competitiveness of their application, applicants are encouraged to follow these guidelines.

- Competitive applications will display broad based community support, whether through large numbers of signatures, support from volunteers in their planned activities, or through diverse sources of funding.

- Competitive applications will provide three (3) pictures of the project area before improvements and will provide as much detail as possible in the project planning section. Do not feel limited to just the blank space provided on the page.
- Competitive applications will identify not only how projects will improve visual appeal in the community, but also how improvements in visual appeal will benefit nearby residents. Some examples might include getting to know neighbors better while working on the project, or providing a clean and safe space for outdoor activities.
- Competitive applications will provide realistic figures for costs and funding, providing professional quotes for expenses where necessary, and make realistic assumptions concerning the level of volunteer participation in the project.
- Competitive projects will demonstrate how the neighborhood or community will continue to maintain and upkeep the project area if physical improvements are being made.
- Competitive applications will provide a match of funds and/or labor to the project.

For projects that are awarded funds, a reimbursement procedure will be identified. Please note when preparing to apply that you will be required to submit the following with reimbursement:

- A current W-9 for Homeowners Associations.
- Three (3) photos of the completed project to potentially be used in public information and presentations.
- Invoices from vendors for work completed with proof of payment. This is a reimbursement process; all payments will be made to the HOA with the expectation that the HOA covers the upfront cost for the project.
- Documentation recapping the completed project including how the work was completed and the benefits gained by your neighborhood. Testimonials from residents are appreciated. Please limit your recap to no more than 500 words.
- A letter or note from the City Staff representatives working with you on the project stating that the project has been completed. Prior to submitting for reimbursement, applicants must contact their representative from the City of Marysville to schedule a time on site to inspect the project for completion.

CONTACT INFORMATION: Questions about applications should be directed to Gloria Hirashima – ghirashima@marysvillewa.gov or (360) 363-8000.

Completed applications should be sent to Leah Tocco at:

Marysville City Hall

1049 State Ave. Marysville, WA 98270

Fax: (360) 651-5033

ltocco@marysvillewa.gov

CBP Application form

Neighborhood (HOA or street location)

Project site address, GPS coordinates, or include a map of project area

Applicant 1

Name	
Street Address	
Phone	
E-Mail Address	

Applicant 2

Name	
Street Address	
Phone	
E-Mail Address	

Other Applicants (neighborhoods without an HOA must include at least five additional signatures for the application to be valid)

Name	Email	Phone

Funds Requested for project

\$ _____

Do you live in an HOA? (yes or no)

Please describe the proposed project: Demonstrate need for the project, identify objectives and expected results, and describe the activities to be funded and who will perform them. If physical improvements are made, identify who will maintain them.

Identify the benefits that your community will derive from this project

Include three (3) photos of the proposed project with application.

Project Budget: either include a line item budget with application or detail the budget below.

Line Item	Purpose of item	Amount

Total Project Cost \$ _____

Project Funding: Please identify all project funding sources, including community groups, volunteers, other financial support, and funds requested from Marysville via the CBP grant.

Community Funding (from groups, HOA, etc.)	\$
Volunteer Funding (from individuals)	\$
Other Resources (other financial support, budget relevant in kind contributions)	\$
Funds requested from Marysville CBP	\$

Total funding \$ _____

Signature of applicant 1: _____ Date: _____

Signature of applicant 2: _____ Date: _____

Authorized representative signature for approval of application: _____

Authorized representative Phone Number: _____ Email: _____