



**Michigan City Urban Enterprise Association
2017-2018
Neighborhood Beautification Improvement Grant Program
Application Form**

Framework and Guidelines:

Purpose

The Michigan City Urban Enterprise Association (hereinafter referred to as MCUEA) has created a Neighborhood Beautification and Improvement Grant Program that's intended to provide funding assistance and promote neighborhood engagement by encouraging neighborhood groups to participate in beautification projects in their neighborhoods. Qualified projects will be eligible for a 100% match up to a maximum of \$4,000. Examples of eligible projects include:

- Enhanced landscaping in public/common areas
- Yard and neighborhood clean up
- Construction and installation or rehabilitation of neighborhood entrance signs
- Exterior painting and repair of distressed properties
- Any creative idea that fits the grant purpose and guidelines

Grant Projects

The neighborhood group must be located in the Michigan City Urban Enterprise Zone and the project must be clearly visible from the public right-of-way. Projects must benefit the entire neighborhood and the general public. Proposed projects that solely benefit an individual or select group will not be eligible. Projects must be completed within 12 months of the grant approval. Grant awards will be based on timing of applications received, and annual grant funds available. For 2017 the MCUEA has appropriated \$40,000 for this grant program.

Eligibility

These are the requirements to be eligible to apply for this grant:

- 1) The Neighborhood Group project must be physically located within the Michigan City Urban Enterprise Zone boundaries.
- 2) The Neighborhood Group liason must submit a grant application.
- 3) The Neighborhood Group liason will administer and oversee the work being done and assure that it meets the guidelines submitted in their application.
- 4) The Neighborhood Group liason will submit all expenditures related to the project and proof the expenditures have been paid.

- 5) Submission of before/after pictures to the MCUEA.
- 6) The MCUEA will fund the substantially complete project up to \$ 4,000 after final approval.

What are the Steps in the process, from Application to Completion?

- 1) The neighborhood group must complete the application form and submit it.
- 2) The Committee will meet to pre-approve the grant and bring it to the full board for approval.
- 3) The neighborhood group will administer and complete the project
- 4) After the work has been completed, the Association will report back to the MCUEA with a summary of work performed including receipts for expenditures.
- 5) The MCUEA will reimburse the monies to the neighborhood group after approval of expenditures.

What are the key dates?

Applications are now available, you can find them on the eMichigancity.com website under the Urban Enterprise Association program.

Projects must be completed by December 31, 2018

How do I request an application?

Contact:

Michigan City Urban Enterprise Association
Diane Wilczewski, Executive Director
P.O. Box 43
Michigan City, IN 46361-0043

Phone: 219-561-6991
MCUEA1984@gmail.com

Recipients of assistance under this grant will be chosen by the above criteria without regard to race, creed, sex, color or national origin.

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Group Name _____

Identify Area in the Zone of the Association _____

Primary Group Contact _____

Contact Phone number _____ Contact Email address _____

Total grant amount applied for _____

The following documents must be included with this application for consideration:

A full project narrative (include the following):

What is included in the project? Describe the project in detail, including location, a map, and include sketches or photos and if applicable.

What's the public benefit? What do you intend to accomplish with this project? Describe how the project improves the condition of the neighborhood, enhances neighborhood pride and/or promotes self-reliance along with increasing communication among neighbors.

Specific needs, material costs, neighborhood help, professional labor if needed.

A fully detailed breakdown of the costs associated (estimates) with the project.

Photos & maps of project location

Estimated Project Cost: _____ Projected completion date: _____

Signature of Group President/Contact _____

Date _____

Schedule appointment and mail completed application to:
Diane Wilczewski

mcuea1984@gmail.com
219-561-6991

Michigan City Urban Enterprise Association
P.O. Box 43
Michigan City, Indiana 46360