Omaha Neighborhood Grants

Welcome!

Welcome to the Omaha Neighborhood Grants Program

Before you begin, don't forget to:

- **Add** mail@grantapplication.com to your safe senders list to ensure you receive all system communications.
- **Bookmark** this link to access your saved application: https://www.GrantRequest.com/SID_2367?SA=AM

PROJECT PLANNING and IMPLEMENTATION SUPPORT:
All applicants are strongly encouraged to attend a project development workshop led by ONE Omaha. This is a great opportunity to ask questions and get feedback before you submit a proposal. For information on session dates and times, please contact:

ONE Omaha Team
Email: info@oneomaha.org
Office Phone: 402-554-3580
Website: oneomaha.org

APPLICATION INSTRUCTIONS:

All applicants are strongly encouraged to read through the full application and to ask questions/get feedback prior to submitting a proposal.

- Type and save all application responses in a text document BEFORE starting!
- Limit the use of bullets and other formatting.
- To check your word count, go to "Review" or "Tools," then "Word Count"
- Make edits as needed—then save your work.
- Copy and paste answers into the online application form.
- **SAVE OFTEN!— if the system times out, you will lose your work!**
- DO **NOT** USE ALL CAPS IN YOUR RESPONSES.
- **Organization Budget** refers to the most recently completed fiscal year (MAX 2 pages)
- **Proposal Budget** must show all pending and confirmed sources of revenue and expenses (MAX 2 pages)
- If you need assistance, please let us know! We have templates and other resources that may be useful!
- **Did you save your work?**

Please Note:

1. There are word limits for open-ended questions. We recommend the following process to ensure your answers do not exceed these limits.
2. The Directory is published bimonthly. New requests must be received by the 25th of the month for inclusion in the next directory. Updates to existing entries are made continuously. (City of Omaha – Planning Department).

HAVE QUESTIONS?
We are happy to help, so don't hesitate to email Katrina Adams at katrina@omahafoundation.org or call 402-933-4245 for assistance!

Introduce yourself!

Neighborhood Alliance, Association, or Community Group Information

Neighborhood Alliance, Association, or Community Group Name
You can learn more about Neighborhoods and Neighborhood Alliances by clicking here: oneomaha.org/alliances
Org Name

Mailing Address

City   State   Zip Code

Is your neighborhood or community group listed in Omaha's Neighborhood Association Directory?
If **"No"**, please save your application and go to the **"Welcome!"** section of this application and review the **Application Checklist** for more information.

Please select the option(s) that best match your neighborhood's location.
You can learn more about Neighborhoods and Neighborhood Alliances by clicking here: oneomaha.org/alliances

What are the boundaries for your neighborhood alliance, association, or group?

How many members does your neighborhood alliance, association, or group have?

Please provide a brief history and description of your neighborhood alliance, association, or group.

When did the organization begin? What has it accomplished? What are the goals? Etc.

Description of Org

KEY LEADERS

Who are the key leaders of this project and how are they connected to the target neighborhood? These are the principal people who will plan and carry out the project. Volunteers who only occasionally work the project should not be listed. The group must have no less than two unrelated leaders who are responsible for this project. List the leaders below, their contact information and how they are connected to and/or invested in the target neighborhood (ie. lives in the neighborhood, attends church here, owns a business, etc.)

Neighborhood Group/Association/Alliance - Primary Contact

First Name   Last Name

How is this person connected to the neighborhood?
Examples:
lives in the neighborhood, attends church here, owns a business

  Daytime Phone

Email address for proposal correspondence
Please ensure the below email address is active for the duration of the grant (application through reporting).

Primary Contact (for this request)

Same as Neighborhood Association - Primary Contact (above)

First Name   Last Name

How is this person connected to the neighborhood?
Examples:
lives in the neighborhood, attends church here, owns a business

  Daytime Phone

Email address for proposal correspondence
Please ensure the below email address is active for the duration of the grant (application through reporting).

Secondary Contact (for this request)
This should be a different person than the Primary Contact.

First Name   Last Name

How is this person connected to the neighborhood?
Examples:
lives in the neighborhood, attends church here, owns a business

Daytime Phone

Email address for proposal correspondence
Please ensure the below email address is active for the duration of the grant (application through reporting).

What is your vision?

Proposal Details

What is the title of your project?

What is your project vision?
How was this project selected? What is the need? What do you hope to accomplish? What are the benefits of this project?

Where will this project be located?
Please include the street address, park name, etc.

Who owns project site?
If "Other' is selected, please clarify below.

If 'Other' was selected above, please provide additional details:

Project Site Permission from Property Owner/Municipal Agency
We strongly recommend securing a signed letter of agreement prior to planning your project.
- Provide the **full name, title, email address, and phone number** of the individual granting permission to use the project site.
- If selected for funding, an **official letter outlining the agreement terms and any required permits <u>MUST</u> be submitted before funds can be released**.

Describe the actions needed to complete this project.
Please include a brief schedule/timeline for completion.

Who will take care of ongoing or long-term maintenance?
If not applicable, please enter "N/A"

Connecting Our Goals
In the space provided, describe how your project will address the goals* of the **Omaha Neighborhood Grants Program**.

** All proposals MUST address Leadership Development. **

Helpful hint: Consider the questions in italics as a guide for your response.

Leadership Development: Describe how this project develops leadership skills of neighborhood residents, including consensus-building, communications, project planning, fundraising, and teamwork.
In what ways is this project identifying and developing the skills of new leaders in your neighborhood? How is it helping existing leaders become more skilled, or helping your group or organization become more skilled in a particular area so you can take action on important community issues?

Community Building: Describe how this project promotes conversation and collaboration between neighbors as a means of developing shared priorities, and increasing neighborhood growth and engagement.
How is this project initiated and led by community members? How does your project encourage individuals to take action in your neighborhood? Does this project invite people to participate and share their strengths to widen the circle of participants? How?

Neighborhood Enhancements Describe how this project provides enhanced safety, beautification, organization, and/or social benefits to neighborhoods.
In what ways is this project enhancing your neighborhood? What do you want to see as a result of your project?

Municipal Relationships: Describe how this project strengthens relationships with the City of Omaha and/or related municipal agencies by ensuring that neighborhood associations are working with city agencies, and in accordance with standard permit and approval processes.

Making it happen!

The Omaha Neighborhood Grant program DOES NOT require a dollar-for-dollar match to request funding!

We would like to see some type of resident-investment in the project. This could be in the form of volunteer hours, in-kind material donations, etc.

Before you begin this section:
1) Collect all of your planned **Income** information: committed volunteer hours, the value of donated goods or services, etc.
2) Gather all of your planned **Expenses**: permit fees, estimates, and other project costs.

Grant Funding Requested

What is the amount being requested from the **Omaha Neighborhood Grants program**?

How will funding from this grant program impact your project goals?
Will you be able to build on previous efforts? Will these funds allow you to tackle a much-needed project that has been delayed for some reason?

Project Income
Amounts and sources of funds collected **(Income)** for this project.
DO NOT include the amount you are requesting from this grant.

Use the general buckets below to identify your sources of **Income**:
Example:
Neighborhood youth run a bake sale to support your project and earn **$111.86**
Enter **$111.86** under **Donations**

If something was given to your project "in-kind," we count its value as **Income**. Volunteer hours are valued at $23.06/hour.
Example:
11 friends and neighbors volunteered to work 19 hours as an "in-kind" donation. The total value of their time is **$438.14** (19 hours x $23.06)
  Volunteer Hours = **$438.14**

Volunteer Hours/Labor
To find the value of these hours, multiply the number of hours by $23.06 and enter the total below.

Donations
This includes all cash or check donations made for this project.

In-kind Services
If an individual or business donates services to your project, enter the value of the service below.

In-kind Materials or Supplies
If an individual or business donates materials or supplies to your project, enter the value of the item(s) below.

Fundraising
Are there any additional funds you still need to raise? Do not include the amount requested for this proposal.

Provide a categorized list of all income using the following format:
Volunteer Hours/Labor
1) 11 volunteers committed to working 19 hours, **$438.14**
Donations
1) Bake sale, **$111.86**

PROJECT INCOME - TOTAL

Click the calculator icon to show your **INCOME** total.
0.00

Project Expenses
Amount and category for all expected project costs **(Expenses)**.

Use the general buckets below to identify your total expected project costs for each category.
If you do not have expenses for a category, enter **"0"** for the dollar amount.

We also want to track the value of an "in-kind" donation as an **Expense** to show we are using all of our available resources.

<u>**For example:**</u>
We have 11 friends and neighbors commit to working 19 hours (19 x $23.06 = **$438.14 of Income**)
We will also enter the **$438.14** as an **Expense** to demonstrate we have used those resources.

Labor

This includes any paid work <u>or</u> volunteer hours.

From the above example, we would enter "$438.14"

Materials

Any purchased materials needed to complete the proposed project.

Service

Any amount paid to an individual or business to perform a service.

Rentals

This includes any paid <u>or</u> in-kind rentals of equipment, tools, or other similar items.

Permits

This includes any costs associated with obtaining permits or other required documentation.

Other Expenses

Please enter the total of all other expenses not included in the fields above.

Provide a categorized list of all expenses using the following format:
Labor
1) 11 volunteers committed to working 19 hours, **$438.14**
Materials
1) Description, **$00.00**

Click the calculator icon to show the total of your **EXPENSES**.
0.00

Complete Project Funding Summary

Does everything **Balance**?
Let's check to make sure the **Grant Funding Requested** + **Income** = **Expenses**

Click the calculator icon to run the check. If everything is correct, you will get a '0' (zero)!
If you get a different result, please recheck your **Income** and **Expenses** above.
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0.00