



The Neighborhood Block Watch Grant Program Application Writing Presentation

~ Budget Directions ~





Directions

➤ **New for 2010:**

- ▶ The budget form has been modified slightly from the 2009 version. Rather than entering in every single line item, simply enter the amount in the ***Subtotal*** field for each of the four categories that you may be requesting items from.
 - Grant staff recommends completing the individual *Budget Narrative* forms first, then transferring the total amount from the corresponding categories to the *Grant Budget* form.





Directions (cont'd)

- **New for 2010 (continued):**
 - ▶ Chase Bank will be charging monthly service fees to grant checking accounts. They will also be charging for ordering checks. These items can be paid for with grant funds. Grant staff recommends that **ALL** grantees list \$200 in their budget in the *Operational Expenses* category for these charges.
 - ▶ Capped and line-item veto informational form:
 - Items listed on the form have been capped or line-item vetoed by the Neighborhood Block Watch Grant Program Oversight Committee in the past. This form is meant as a guide, and by no means are these items restricted or ineligible. Capped items and line-item vetoes are determined on a case-by-case basis by the Oversight Committee each year. Refer to the form for more information.





Directions (cont'd)

- **Please analyze the budget directions carefully.**
 - ▶ The budget directions are included in the application download.
- Do not forget to include hidden costs on your grant budget.
 - ▶ **Example:** Construction projects may require the purchase of a permit.
- Make sure you check your numbers to verify that the budget is added correctly. **Remember, once you have submitted your grant, you cannot request additional items.**
- You may submit additional budget pages if necessary to complete your application.





Restricted Budget Categories

- **Items restricted to the following programs ONLY**
- **Block Watch/PNP:**
 - ▶ Block Watch and/or PNP clothing
 - ▶ Cellular phones:
 - Limited to \$480 per phone for the grant year. If you request more than one cellular phone, you must justify your request on the budget narrative.
 - ▶ Fuel reimbursement:
 - For trained Phoenix Neighborhood Patrol groups and graffiti abatement **ONLY**. **Maximum fuel reimbursement is \$1,000 per group per year.**
 - Individuals who are involved with more than one grant are allowed fuel reimbursement from **ONLY** one.
 - ▶ Equipment/Supplies for GAIN/Safety/Crime Prevention Events:
 - Includes helium, port-a-johns, and promotional/marketing tools, etc.
 - ▶ Magnetic PNP signs





Restricted Categories (cont'd)

- **Youth-Related Programs:**
 - ▶ Camp Fees (In-state ONLY)
 - ▶ Clothing/Uniforms
 - ▶ Craft/Gardening Supplies
 - ▶ Games:
 - Board games
 - Video games and accessories
 - Table games (ping-pong, foosball, billiards, etc.)
 - ▶ Sports Equipment/Supplies
 - ▶ Bicycles
 - ▶ Tournament Entry Fees (In-state ONLY)





Restricted Categories (cont'd)

➤ **Miscellaneous Restricted Items:**

▶ **Internet Services:**

- Maximum of \$750 per year for service location in a common area.
- Maximum of \$500 per year for service location in signer's residence.

▶ **Lawful Traffic Mitigation Devices:**

- Speed humps or any other speed-related devices.
- **Cannot** be funded unless they can be specifically tied to crime prevention.





Prohibited Budget Items

- The following items are prohibited and cannot be purchased with NBWGP funds:
 - ▶ Administration of the grant, including payment for completing quarterly reports or any other grant function.
 - ▶ Awards and/or raffle prizes
 - ▶ Bulletproof vests
 - ▶ Entertainment, parties, and/or recognition dinners
 - ▶ Entrance or admission fees for any non-educational field trips
 - ALL out-of-state field trips are prohibited
 - ▶ Food or beverages of any kind, including consumable prizes or incentives in the form of food or beverages
 - Includes ice and water
 - ▶ Motor vehicles





Prohibited Items (cont'd)

- Also **cannot** be purchased with NBWGP funds:
 - ▶ Surveillance equipment, including night vision and listening devices
 - ▶ Vehicle overhead emergency light bars
 - ▶ Weapons of any type:
 - Firearms
 - Pepper spray
 - Mace
 - Knives
 - Stun guns

