



# The Neighborhood Block Watch Grant Program Application Writing Presentation

## ~ Application Questions 1-11 ~





# Primary Applicant - Question #1

- Also Question #1 on the short form application.
- **Only** the organization/group types listed below can apply as a Primary Applicant:
  - ▶ Block Watch/Phoenix Neighborhood Patrol Groups
  - ▶ Neighborhood Organizations/Associations
  - ▶ Homeowners' Associations
  - ▶ Fight Back Groups
- Primary applicants are eligible to apply **twice**; once by themselves, and once with a partner (Co-Applicant).
- Primary applicants may apply for a maximum of \$10,000 per grant application.





## Primary Applicant (cont'd)

- Enter the name of your organization as listed with the Neighborhood Services Department or registered with the Phoenix Police Department.
- Please select your organization type.





## Primary Applicant (cont'd)

- Eligibility requirements for Homeowners' Associations (HOAs), incorporated groups, and 501(c)3s have changed. Groups in this category must meet the following criteria to be eligible to apply:
  - **NOTE: Please refer to the Checklist for Homeowners' Associations (HOA) attached to the Welcome Letter for additional clarification.**
  - ▶ May submit **one** application as a **primary applicant**.
    - Groups are allowed to apply once as a primary applicant and once as a partner (co-applicant) on another group's application.





## Primary Applicant (cont'd)

- Eligibility requirements (continued):
  - ▶ Must submit official minutes or resolution showing that the Board of Directors took legal and/or formal action to approve the grant application and agree to accept the related grant program requirements and financial responsibilities.
  - ▶ At least two (2) Board members or officers must be signers on the application, and, if funded, on the contract and checking account. In the case of a partnership, each organization must be represented by at least one signer.
    - If there is a designee(s), documentation must be submitted that authorizes the individual(s) to sign and act on the Board's behalf. Partnering groups must follow the same criteria.





## Primary Applicant (cont'd)

- Eligibility requirements (continued):
  - ▶ **NOTE: Block Watches and Neighborhood Associations that exist within the boundaries of a formal HOA must apply with the HOA as a partner only if their project involves improvement(s) made to HOA property (e.g., dusk-to-dawn lighting, adding light poles, fencing, etc.).**
    - Groups applying **exclusively** for Block Watch or Phoenix Neighborhood Patrol activities (e.g., newsletters, fuel reimbursement, equipment, supplies, etc.) may apply on their own as a primary applicant.





# Primary Applicant (cont'd)

- Also Questions #1a and 1b on the short form application.
- Question #1a:
  - ▶ Check the box marked “Yes” if your organization is listed with the Neighborhood Services Department or registered with the Phoenix Police Department, or the box marked “No” if not.
  - ▶ **NOTE: If your organization is not registered, your application will be automatically disqualified.**
- Question #1b:
  - ▶ Check the box marked “Yes” if you are partnering with another organization, or the box marked “No” if not.
  - ▶ **NOTE: If you are not partnering with another organization, skip to Question #3.**





## Co-Applicant - Question #2

- Also Question #2 on the short form application.
- Co-Applicants **must** apply with a Primary Applicant.
- Co-Applicants are defined as:
  - ▶ Non-Profit Agencies (IRS qualified only)
  - ▶ Schools
  - ▶ Businesses
  - ▶ City Departments by section or division
  - ▶ Faith-based organizations
- Please select your organization type.
- Enter the name of your organization (if a non-profit, enter name as listed with the IRS).





## Title of Project - Question #3

- Also Question #3 on the short form application.
- Enter the title of your project.
  - ▶ **Example:** *The Neighborhood/School Truancy Project.*

## Contact Person - Question #4

- Question #5 on the short form application.
- Enter the name, address, phone number(s), and e-mail address of the individual who will receive all correspondence regarding this application:
  - ▶ Is not required to be a signer on the application.
  - ▶ Is first individual contacted by grant staff if any issues regarding the application/grant arise.





## Boundaries - Question #5

- Question #6 on the short form application.
- Enter the north, south, east, and west geographic boundaries of the area that will be directly impacted by your grant project:
  - ▶ **Example:** *North: Camelback Road; South: Campbell Avenue; East: 16<sup>th</sup> Street; West: 12<sup>th</sup> Street.*
- Check the box(es) for the Council District(s) and enter the Police Precinct(s) that will be directly impacted by your grant project:
  - ▶ **Example:** *Council District 6, Central City Precinct.*





## Project Impact - Question #6

- Question #4 on the short form application.
- Check the box next to all items that your project will impact:
  - ▶ *Detect, Deter, and Delay Crime*
  - ▶ *Improve the Quality of Life Within Neighborhoods by Preventing Crime*
  - ▶ *Encourage Citizens to Have Pride in Their Neighborhood by Preventing Crime*
  - ▶ *Motivate Citizens Toward Common Neighborhood Crime Prevention Goals*
  - ▶ *Coordinate Pertinent Crime Prevention Neighborhood/Community Meetings*
  - ▶ *Teach Crime Prevention and Safety Techniques*





## Description - Question #7

- Briefly describe your organization, explaining why it was formed and its overall goals. Also, list the current services your organization provides.
  - ▶ Enter the date your organization was formed, including the month and year, in the spaces provided.





## Summary - Question #8

- Question #7 on the short form application.
- Summarize your grant project in 150 words or less. Your summary should include what you plan to achieve, goals or objectives, and how your project will reduce crime and better educate citizens on safety or crime prevention techniques.
  - ▶ **Example:** *Our project is a neighborhood/school educational workshop for youngsters with a history of truancy. Our goal is to reduce truancy by 20 percent. We will measure the results by comparing truancy rates from previous years to this year.*





## History - Question #9

- Provide information or examples of any past projects or experiences regarding crime prevention, safety enhancements, neighborhood enhancements, or improvement efforts in which your organization or individuals within your organization have consistently and successfully participated.
- If your group has been awarded a Neighborhood Block Watch Grant in the past, please indicate the year(s) funded, the amount funded, and the name of the organization, if different.





## Funding Amount - Question #10

- Enter the amount of grant funds you are requesting.
  - ▶ This amount should match the ***Total Grant Funding Requested*** on **Question #12**.
- The maximum amount that you may request is **\$10,000**.
  - **Reminder:** your group must meet all eligibility requirements to apply for more than **\$1,000**.





## Signatures - Question #11

- Question #9 on the short form application.
- There must be at least two (2) signatures on every application.
- If applying with a Co-Applicant, at least one (1) representative from each organization (Block Watch/Neighborhood Group **AND** partnering group) must sign the application.
- Signers on the grant application will also be signers on the grant checking account. Please only sign the application if you are comfortable with that.
- Members of the Neighborhood Block Watch Grant Program Oversight Committee **CANNOT** be signers.





## Signatures (cont'd)

- Individuals who reside at the same physical address or who are related (including by marriage) **CANNOT** sign the same grant application.
- Please enter your **Name** and **Title**, the **Organization** that you represent, your physical **Address**, your **Home** and **Other Phone Numbers** (cellular, work, etc.), and your **E-mail Address** to complete your application.
  - ▶ **NOTE: Signatures are not required for electronically submitted grant applications. If you are funded, you will sign the official paperwork at the grant contract signing workshop.**

