

# Memorandum

Neighborhood Services Division



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Date: August 5, 2009  
To: Mayor and Council  
From: Shauna Warner, Neighborhood Services Director (480-350-8883)  
Through: Shelley Hearn, Community Relations Manager (480-350-8906)  
Subject: Neighborhood Grant Program Funding FY 2009/2010

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In July 1994 the Neighborhood Grant Program was created to ensure that a portion of the City's annual budget is expended to improve residential neighborhoods through capital projects that would not be covered within the traditional Capital Improvement Program (CIP) budget. The Grant Program encourages resident participation and involvement in the identification, coordination and completion of projects designed to improve neighborhoods.

Since 1994, the city's investment in neighborhoods through the Neighborhood Grant Program will total \$3,075,000. Previously funded grants include art projects, fencing, landscape, lighting, park projects and signage. Images of completed grant projects are included at the end of the document.

The total amount of the CIP budget set aside for the Neighborhood Grant Program in FY2009/2010 is \$250,000. The City received requests for funding from 39 applicants (14 neighborhood associations and 25 homeowners' associations) totaling \$747,834. For the second year, associations were provided the opportunity to apply for one \$50,000 grant, all other requests had a maximum funding limit of \$15,000.

Each grant application was first reviewed by the Access/Americans with Disabilities (ADA) sub-committee of the Neighborhood Service Team (NST). The NST next reviewed all of the grant applications and voted on the recommended projects and allocations at their July 15, 2009 meeting.

Twenty-one applicants (11 neighborhood associations and 10 homeowners' associations) are recommended to receive full or partial funding. Matching funds from associations totaled \$120,099 for a combined total of \$370,100 in community investment. Grant recipient breakdown by zip code area: 85281 - (6); 85282 - (6); 85283 - (4); 85284 - (5).

The attached spreadsheet (Attachment A) contains the list of Fiscal Year 2009/2010 grant requests and recommended funding for the Maryanne Corder Neighborhood Grant Program. The grant application form is provided in Attachment B.

The FY 2009-2010 recommended grant funding is on the formal agenda for approval.

# Attachment A

## SCORE SHEET 2009/2010

### Neighborhood Grant Applications

- # + indicates applied for more than one project
- # \* indicates has not received grant funding in previous years

<b>\$50,000 Grant Requests (7 total)</b>							
	<b>Association Name and Map Location</b>	<b>Project Description</b>	<b>Match</b>	<b>City \$</b>	<b>YES</b>	<b>Amount Approved</b>	<b>NO</b>
1+	Alta Mira NA (N41)	Entry and arterial landscape		\$50,000			x
2+	Broadmor II HOA (H12A)	Entry enhancements		\$49,356			x
3+	Mitchell Park East NA (N7A)	Artistic traffic calming		\$50,000	x	\$ 50,000	
4	Mitchell Park West NA (N7B)	Community garden		\$50,000			x
5+	Park Riviera South III & IV HOA (H23)	Pool improvements	\$42,517	\$50,000			x
6+*	Pheasant Ridge NA (N35A)	Improve entry signage and perimeter areas		\$46,260			x
7+	Springdale HOA (H17A)	Security lighting	\$83,000	\$50,000			x
		<i>Total</i>	\$125,517	\$345,616			
<b>\$15,000 and Below Grant Requests (41 total)</b>							
<b>Art Projects (3 total)</b>							
	<b>Association Name and Map Location</b>	<b>Project Description</b>	<b>Match</b>	<b>City \$</b>	<b>YES</b>	<b>Amount Approved</b>	<b>NO</b>
8	Maple Ash NA (N7)	Artistic standpipes	\$6,000	\$15,000	x	\$15,000	
9+	Mitchell Park East NA (N7A)	Artistic traffic calming		\$15,000			x
10+	University Heights NA (N6)	Artistic standpipes		\$12,000	x	\$12,000	
		<i>Total</i>	\$6,000	\$42,000			
<b>Fences/Walls (3 total)</b>							
11	Colonia del Sur IV HOA (H24B)	Pool fence	\$6,222	\$6,222	x	\$6,222	
12	Festiva Tempe HOA (H29)	Wrought iron on perimeter wall	\$3,000	\$3,000			x
13+	University Heights NA (N6)	Alley security fence		\$2,076	x	\$2,076	
		<i>Total</i>	\$9,222	\$11,298			
<b>Landscape Projects (17 total)</b>							
14	Alameda Estates HOA (H13)	Solar powered irrigation	\$1,500	\$1,500	x	\$1,500	
15	Alameda Park HOA (H13A)	Xeriscape	\$12,500	\$12,500			x
16+	Alta Mira NA (N41)	Entry landscape		\$15,000	x	\$13,700	
17	Bradley Manor HOA (H33)	Breezeway landscape	\$36,480	\$15,000			x
18	Brentwood Cavalier NA (N18A)	Landscape along College		\$15,000	x	\$15,000	
19+*	Broadway Terrace HOA (H14E)	Landscape		\$2,766			x
20	Camelot Village NA (N34)	Entry landscape		\$9,282			x
21	Gilliland NA (N8)	Plant trees		\$6,200	x	\$5,000	
22	Marlborough Park Estates HOA (H3)	Landscape along College	\$15,015	\$14,000			x
23	Marlborough Park Villas HOA (H3A)	Landscape	\$7,500	\$6,950			x
24	Parke Tempe HOA (H36D)	Landscape along Kyrene Road	\$4,678	\$4,678	x	\$4,678	

	Association Name and Map Location	Project Description	Match	City \$	YES	Amount Approved	NO
		<b>Landscape Projects (continued)</b>					
25	Pepperwood Townhomes HOA (H26)	Park like landscape areas	\$4,303	\$4,303			x
26+	Premier Condominiums (H14F)	Xeriscape	\$15,000	\$15,000			x
27	Questa Vida HOA (H10A)	Xeriscape	\$14,744	\$14,744	x	\$14,744	
28	Riverside Sunset NA (N2)	Plant trees		\$12,000	x	\$6,000	
29	Southern Village Estates HOA (H17)	Xeriscape	\$23,275	\$15,000	x	\$15,000	
30	Warner Ranch Phase II (H43)	Water reduction project	\$9,500	\$9,500			x
		<i>Total</i>	\$144,495	\$173,424			
		<b>Lighting Project (6 total)</b>					
31+	Broadmor II HOA (H12A)	Sconces		\$15,000			x
32	Broadmor Place HOA (H12)	Garage light fixtures	\$5,764	\$5,764			x
33+*	Broadway Terrace HOA (H14E)	Lighting		\$3,500			x
34	Park Premiere Townhouse HOA (H21)	Mailbox lighting	\$15,000	\$15,000	x	\$15,000	
35	Parkview Hacienda HOA (H3C)	Lighting	\$2,100	\$2,100			x
36+	Springdale HOA (H17A)	Security lighting	\$118,000	\$15,000	x	\$10,000	
		<i>Total</i>	\$140,864	\$56,364			
		<b>Parks/Playground Projects (3 total)</b>					
37+	Superstition NA (N21)	Grills at Joyce Park		\$2,800			x
38+	Superstition NA (N21)	Landscape at Joyce Park		\$10,200			x
39	Warner Ranch HOA (H42)	Meditation garden at Harelson Park		\$15,000	x	\$14,276	
		<i>Total</i>		\$28,000			
		<b>Signage (7 total)</b>					
40*	Alterra HOA (H26B)	Monument signage	\$720	\$8,679			x
41*	Bradley Place NA (N33A)	Neighborhood ID signs		\$1,000	x	\$1,000	
42	Cyprus Southwest NA (N20A)	Entry signage		\$11,863	x	\$11,863	
43*	Galleria HOA (H34)	Monument signage	\$11,950	\$11,950			x
44*	Pheasant Ridge NA (N35A)	Entry signage		\$13,412	x	\$13,412	
45	Rural Geneva NA (N16)	Neighborhood ID signs		\$2,250	x	\$2,250	
46	Stonegate HOA (H26A)	Entry signage	\$11,979	\$11,979	x	\$11,979	
		<i>Total</i>	\$24,649	\$61,133			
		<b>Other Projects (2 total)</b>					
47	Buena Vista Ranchos HOA (H40)	New ramadas and ADA access	\$21,000	\$15,000	x	\$9,300	
48+	Park Riviera South III & IV HOA (H23)	Pool improvements	\$77,517	\$15,000		-	x
		<i>Total</i>	\$98,517	\$30,000			
		<b>Grand Total \$15,000 and Below</b>	\$423,748	\$402,218		\$250,000	
		<b>Grand Total \$50,000</b>	\$125,517	\$345,616			
		<b>Grand Total including \$50,000</b>	\$549,265	\$747,834			

Attachment B

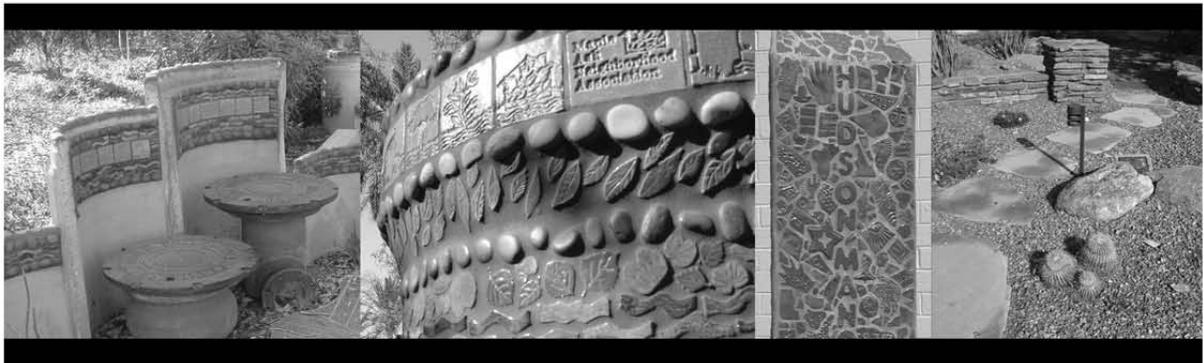
*City of Tempe*  
*Maryanne Corder*  
**NEIGHBORHOOD**  
*Grant Program Application*

Return application no later than Monday, May 18, 2009, 5 p.m. to:

Neighborhood Grant Program  
City of Tempe Neighborhood Services Division  
31 E. 5th Street, 3rd Floor  
Tempe, AZ 85281

480-350-8234 (phone), 480-350-8996 (fax)  
neighborhoods@tempe.gov  
[www.tempe.gov/neighborhoods/grants.htm](http://www.tempe.gov/neighborhoods/grants.htm)

*Fiscal Year 2009 - 2010*



## Background

Tempe's Maryanne Corder Neighborhood Grant Program was created as a means to invest in resident-initiated projects designed to enhance the quality of life in our neighborhoods. Applications are solicited on an annual basis. The program was renamed the Maryanne Corder Neighborhood Grant Program by the City Council in November 2004 in honor of the City's first Neighborhood Program Director.

## Funding

Two hundred fifty thousand dollars (\$250,000) of the City's Capital Improvement Program (CIP) budget has been allocated for grant proposals of a communitywide benefit. This year, a maximum amount of \$15,000 per association may be awarded. A single annual grant is available to one association in the amount of \$50,000. Applicants can apply for smaller grants in an amount up to \$15,000 and/or for the sole \$50,000 grant, but will be awarded only one grant.

## Eligible Applicants

1. Neighborhood Associations in Tempe registered with the Neighborhood Services Division
2. Homeowners' Associations in Tempe registered with the Neighborhood Services Division
3. Apartment communities that are fully certified in the City's Crime Free Multi-housing Program

Applicants are welcome to coordinate efforts and submit a joint application that combines resources for mutually beneficial projects of community benefit. For example, any combination of neighborhood and homeowners' associations and crime free multi-housing communities can partner together on improvements that benefit all members of the community, such as a traffic calming or park project.

## Eligible & Ineligible Projects

To be eligible for funding, a project must be a capital improvement project that **benefits the entire neighborhood** rather than just a few residents. Previous grant projects include, but are not limited to: security lighting, traffic calming (excluding speed humps), landscape and beautification, park improvements, signage and art projects. A complete list of previously funded projects is available at <http://www.tempe.gov/neighborhoods/grantallocations.htm> or by contacting the Neighborhood Services Division.

Grant projects do NOT include ordinary City services such as maintenance of parks, public street lighting and public streets. The funding provides for capital projects ONLY and NOT FOR MAINTENANCE OR OPERATION costs these projects may impose. Projects that would fix a self-imposed code violation are also ineligible.

Homeowners' association requests should be for projects OTHER than those maintenance projects that should be covered in the associations annual budgets such as roofing repair, common ground and pool maintenance, painting, road repair (for private streets) etc. -- these would NOT be funded. Entry gates are also not eligible for funding.

Apartment community requests should be for enhancements only, NOT for regular maintenance projects or for those required by law (i.e. pool fences).

## Community Involvement

A critical component of any grant project is the community involvement and benefit. All residents of the community must be notified of the opportunity to apply for a grant and provided a chance to propose and comment on projects. Applicants should carefully plan out and document how the community is going to be involved in the selection of a project as well as the execution. Grant projects can provide an opportunity for hands on involvement from residents, such as planting trees or creating elements of an art project.

## Guidelines:

The City's Neighborhood Service Team (NST) allocates grants using the following guidelines:

1. Meet City requirements for development review, building permits, engineering permits, city code etc.
2. Improve health and safety of residents
3. Benefit a significant number of residents and the City at large
4. Address a known neighborhood deficiency
5. Complement other neighborhood investments (private or City)
6. Promote water and energy conservation
7. Enhance the aesthetics of the neighborhood
8. Are accessible to all members of the community
9. Implement General Plan 2030

\*Please note that a preference may be given to those associations that have not previously received funds.

When evaluating the requests for the **\$50,000 grant**, the NST will use the following additional guidelines:

1. Does the project have a unique visual impact?
2. Is the project located to maximize visibility and general public use or access?
3. Does the project provide opportunities to mobilize the neighborhood in the creation of a point of neighborhood pride?
4. Does the project lend itself to benefiting the greatest number of users possible?

\* Please note that associations can only be eligible to receive the \$50,000 grant once every 5 years. To be considered, the \$50,000 grant must be for one project, not a grouping of unrelated projects.

## Contents

One application should be submitted **per project and project type**. An association may request funding for more than one project, but the total requested may not exceed \$15,000. If applying jointly, each association is still eligible for \$15,000 (2 associations would be eligible for a total of \$30,000, 3 associations \$45,000, etc). The application should be compiled and submitted in the following order and **should NOT exceed a total of 10 pages**:

- Item 1 Application (please limit to the three pages provided)
- Item 2 Bids for project work
- Item 3 Proof of notification (i.e. sample of newsletters or postcards sent out)
- Item 4 Proof of staff contact if required (see minimum requirements)
- Item 5 Drawings and/or pictures describing the project
- Item 6 Any other background information

## Procedure for application:

Each neighborhood/homeowners' association wishing to apply for funding should send the attached application form to the Neighborhood Services Division by the **Monday, May 18, 2009, 5:00 p.m. deadline**. **Please note that there are two different applications, one for grants up to \$15,000 and one for the \$50,000 grant**. If desired, applicants may contact the Neighborhood Services Division to verify receipt of the application.

All applications are reviewed to see if they have met the minimum requirements (these are listed on the application). Applications are also reviewed for compliance with the Americans with Disabilities Act (ADA). Following that review, the Neighborhood Service Team (NST -- 30 representatives from 11 City departments and/or divisions) will receive copies of complete applications for review prior to voting. On Wednesday, July 15, 2009 the NST will vote on the projects to be recommended for funding by City Council. The NST will provide names of the selected projects at a subsequent public meeting of the City Council during an Issue Review Session, which will likely take place in mid to late August 2009. Grant applicants will be notified of funding decisions in writing.

**2009-2010 MARYANNE CORDER NEIGHBORHOOD GRANT  
PROGRAM APPLICATION**

\$15,000 maximum amount per association  
available online at <http://www.tempe.gov/neighborhoods/grants.htm>

Application deadline: Monday, May 18, 2009, 5:00 p.m.

APPLICANT INFORMATION

Name of association: \_\_\_\_\_

Number of households: \_\_\_\_\_ Zip code area: \_\_\_\_\_

Name of contact person: \_\_\_\_\_  
(Grant coordinator who can answer questions prior to proposal review and receives all correspondence related to the project)

Address: \_\_\_\_\_  
                                Number                                Street  
\_\_\_\_\_  
                                City                                State                                Zip

Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Authorizing Official: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Person with legal authority to accept and expend funds for the organization)

PROJECT DESCRIPTION

(please attach drawings and/or photos describing the project)

In the space provided below, please give a brief description of the project your association is requesting:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City Funds Requested: \_\_\_\_\_ Dollars per household \_\_\_\_\_  
(funds requested divided by # of households)

Match from Association: \_\_\_\_\_ Total project cost: \_\_\_\_\_  
(Must be at least 1/2 of total project cost for HOA's/apts.) (amount should equal one of the included bids)

Read the following checklist carefully and place a check next to the minimum requirements that your grant meets. If not applicable, please write N/A.

- Completed application
  - Minimum of 2 bids for project work (including appropriate permit fees, bids should be valid for 1 year)
  - Proof that all residents have been notified and asked for comments regarding the project (i.e. sample of newsletters or postcards sent out)
  - Drawings and/or pictures describing the project
  - Project is a one-time expenditure
  - Project can be completed within one year from the date of the City Council's approval
  - Project meets City requirements for building permits, engineering permits, city code etc.
  - Project complies with all Federal, State and Local laws, i.e. Americans with Disabilities Act
  - Grant funds previously awarded to the entity were spent in accordance with Program guidelines
  - Project consistent with City approved or recognized land use plans
  - Lighting projects must include lighting plans, light fixture schedules, light fixture cut sheets and proposed source of electrical feed
  - Landscape projects must include landscape plans, details, and proposed plant list
  - Wall, fence or gate projects require elevations, details and site plans
  - Staff has been contacted prior to starting the application** if your request involves a landscape, public art, security lighting or parks (including playground equipment) project:  
**Landscape/walls:** Decima Sever, 480-350-8920, decima\_sever@tempe.gov  
**Public art:** Maja Switzer, 480-350-5160, maja\_switzer@tempe.gov  
**City Right of way:** Wendy Springborn-Pitman, 480-350-8250, wendy\_springborn-pitman@tempe.gov  
**Security lighting/Access control:** Crime Prevention, 480-350-6333 and/or Steve Abrahamson, 480-350-8359, steve\_abrahamson@tempe.gov  
**Parks/playgrounds:** Bob Pohlit, 480-350-5255, bob\_pohlit@tempe.gov  
**Signage:** Jeff Tamulevich, 480-350-8441, jeff\_tamulevich@tempe.gov
- For HOA's and apartment communities only**
- The Association or entity must contribute matching funds providing for at least ½ the total cost of the project
  - The HOA's most recent balance sheet must be provided if requesting not to match funds citing economic hardship

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SIGNATURE

*By signing below, I certify this proposal meets all minimum requirements. I also understand that funding for proposals is not guaranteed.*

Authorizing Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**2009-2010 MARYANNE CORDER NEIGHBORHOOD GRANT  
PROGRAM APPLICATION**

\$50,000 maximum amount per association  
available online at <http://www.tempe.gov/neighborhoods/grants.htm>

Application deadline: Monday, May 18, 2009, 5:00 p.m.

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APPLICANT INFORMATION

Name of association: \_\_\_\_\_

Number of households: \_\_\_\_\_ Zip code area: \_\_\_\_\_

Name of contact person: \_\_\_\_\_  
(Grant coordinator who can answer questions prior to proposal review and receives all correspondence related to the project)

Address: \_\_\_\_\_  
                                Number                                Street  
\_\_\_\_\_  
                                City                                State                                Zip

Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Authorizing Official: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Person with legal authority to accept and expend funds for the organization)

---

PROJECT DESCRIPTION  
(please attach drawings and/or photos describing the project)

In the space provided below, please give a brief description of the project your association is requesting:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City Funds Requested: \_\_\_\_\_ Dollars per household \_\_\_\_\_  
(funds requested divided by # of households)

Match from Association: \_\_\_\_\_ Total project cost: \_\_\_\_\_  
(Must be at least \$.50 per \$1.00 of total project cost for HOA's/apts.) (amount should equal one of the included bids)

Read the following checklist carefully and place a check next to the minimum requirements that your grant meets. If not applicable, please write N/A.

- Completed application
  - Minimum of 2 bids for project work (including appropriate permit fees, bids should be valid for 1 year)
  - Proof that all residents have been notified and asked for comments regarding the project (i.e. sample of newsletters or postcards sent out)
  - Drawings and/or pictures describing the project
  - Project is a one-time expenditure
  - Project can be completed within one year from the date of the City Council's approval
  - Project meets City requirements for building permits, engineering permits, city code etc.
  - Project complies with all Federal, State and Local laws, i.e. Americans with Disabilities Act
  - Grant funds previously awarded to the entity were spent in accordance with Program guidelines
  - Project consistent with City approved or recognized land use plans
  - Lighting projects must include lighting plans, light fixture schedules, light fixture cut sheets and proposed source of electrical feed
  - Landscape projects must include landscape plans, details, and proposed plant list
  - Wall, fence or gate projects require elevations, details and site plans
  - Staff has been contacted prior to starting the application** if your request involves a landscape, public art, security lighting or parks (including playground equipment) project:  
**Landscape/walls:** Decima Sever, 480-350-8920, decima\_sever@tempe.gov  
**Public art:** Maja Switzer, 480-350-5160, maja\_switzer@tempe.gov  
**City Right of way:** Wendy Springborn-Pitman, 480-350-8250, wendy\_springborn-pitman@tempe.gov  
**Security lighting/Access control:** Crime Prevention, 480-350-6333 and/or Steve Abrahamson, 480-350-8359, steve\_abrahamson@tempe.gov  
**Parks/playgrounds:** Bob Pohlit, 480-350-5255, bob\_pohlit@tempe.gov  
**Signage:** Jeff Tamulevich, 480-350-8441, jeff\_tamulevich@tempe.gov
- For HOA's and apartment communities only**
- The Association or entity must contribute matching funds providing for at least ½ the total cost of the project
  - The HOA's most recent balance sheet must be provided if requesting not to match funds citing economic hardship

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SIGNATURE

*By signing below, I certify this proposal meets all minimum requirements. I also understand that funding for proposals is not guaranteed.*

Authorizing Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

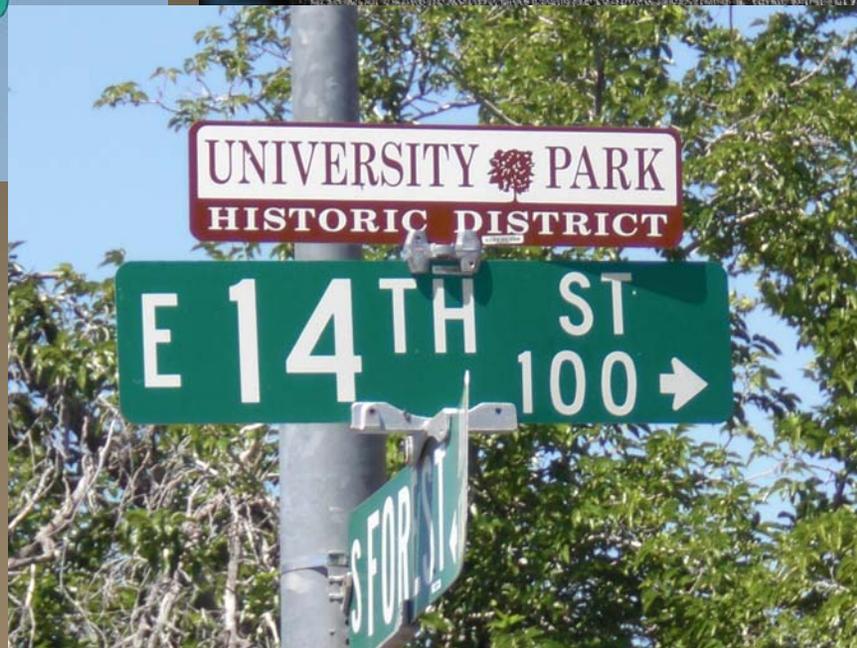


# MARYANNE CORDER NEIGHBORHOOD GRANT PROGRAM





Entry signage, landscape and arterial wall improvements



Neighborhood Identification Signs and alley signage



Lighting



Solar lighting



Fencing



Fencing



Park improvements



Park improvements



Hudson Park improvements



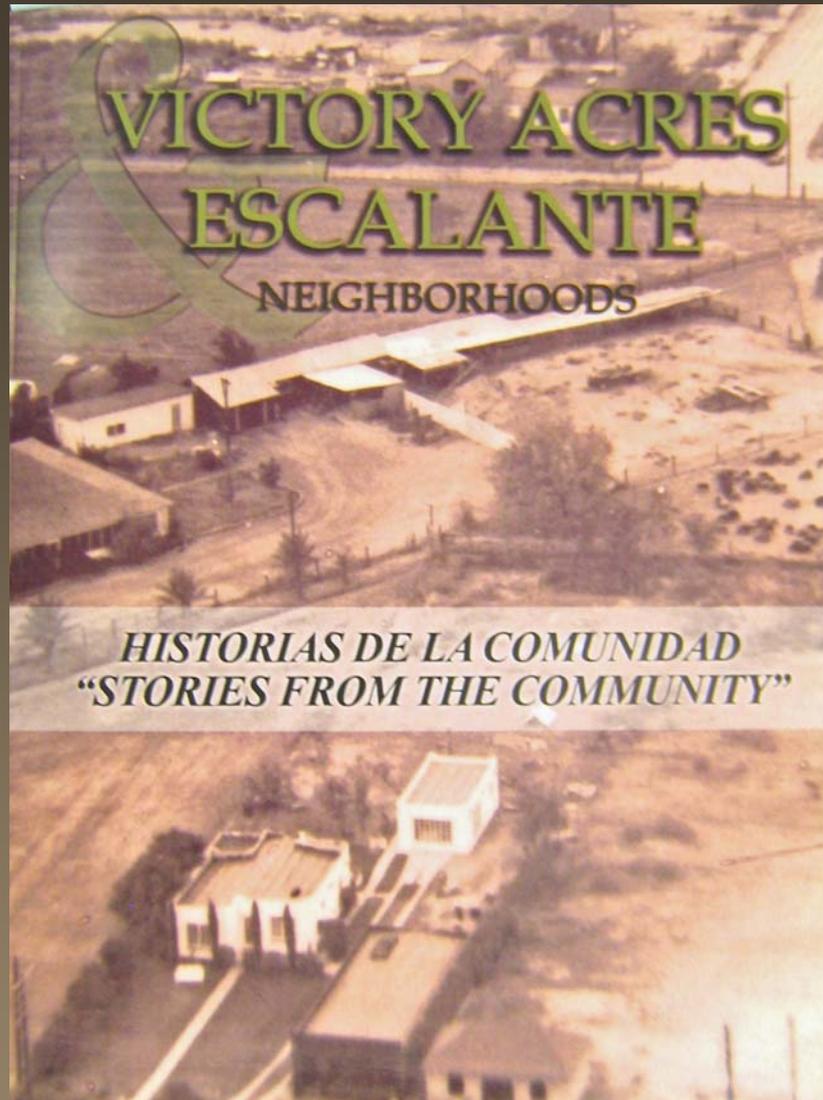
ADA ramp (before and after)



Connection gate (before and after)



Xeriscape (before and after)





Art project - I am (on Broadway Road)



Art project - Our History of Flood Irrigation



Art project –irrigation standpipes