Phi Sigma Kappa
Mount Ida Micro Grant Program 2016

This document contains the following:

- **Grant Program information and eligibility**
- **Grant Application 2016**
- **Grant Application Evaluation Criteria**

2016 Grant Program Dates

Item	Date
Public Information Meeting, 320 Congress St	Wed, 3/23, 7pm
Grant Applications Due	Wed, 4/13, 5pm
Review Applications	Wed, 4/20
Grant Applicant Notification Letters Mailed	Wed, 4/27
Public Grant Award Meeting, 320 Congress St	Wed, 5/4, 7pm

Facebook Page: www.facebook.com/MtIdaCommunityGrantProgram

Website: www.pskrpi.com

Applications are due April 13, 2016

Phi Sigma Kappa
Mount Ida Micro Grant Program 2016

Grant Program Information and Eligibility

Applications are due April 13, 2016

Phi Sigma Kappa
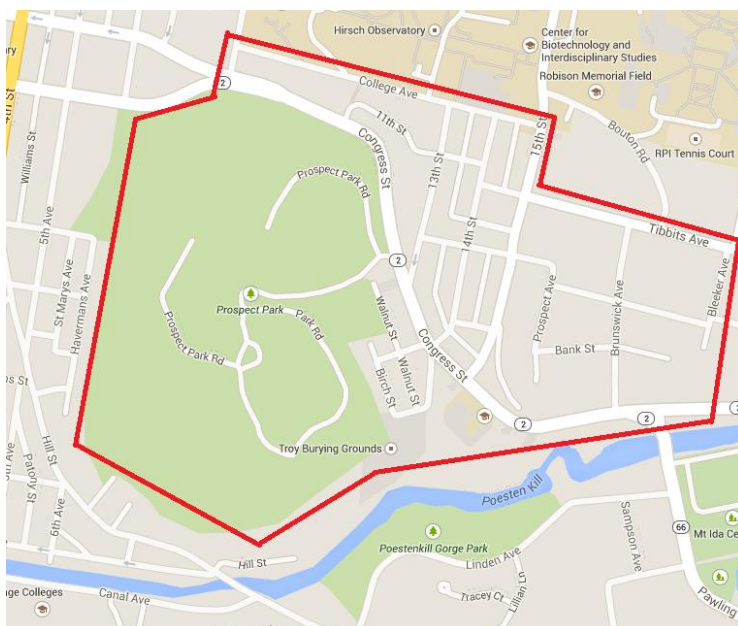# Mt Ida Community Development Micro Grant Program

Purpose

As neighbors dedicated to the growth, improvement and future of the Mt. Ida community, Phi Sigma Kappa Fraternity at RPI is sponsoring a $50,000 grant program to improve the "quality of life" in the Mt. Ida neighborhood. Home-owners, landlords, business owners and non-for-profits, will be eligible to apply for a grant up to the amount of $1,000 for the purpose of:

- Home Improvement / Historic Restoration
- Neighborhood Beautification Projects
- Maintaining Community Parks and Green Spaces
- Not-for-profit programs which service residents of the neighborhood

Who is Eligible to apply?

Any of the following individuals, businesses, or organizations who live and/or work in or near the Mt Ida micro grant target area (see map below) are eligible to apply. Although not shown on the map, Mt Ida Cemetery is included in the target area.

- Home-owners (1, 2, or 3 unit owner occupied building)
- Business Owners (Merchants, restaurants, professional offices)
- Land-lords (non-owner occupied or owner occupied building with 4 or more units)
- Churches and Not-for-Profits

How Much Money Can I apply for?

The maximum grant award to any Individual, business or organization is $1,000. Applicant funding requests will be as follows:

- Home-owners: up to $1,000
- Business Owners: 50% match up to $1,000
- Land-lords: 50% match up to $1,000
- Churches and Not-for-Profits: up to $1,000

What can the money be used for?

The money has to be used on projects or programs that improve the quality of life in the Mt Ida Neighborhood. Here are some projects/programs that qualify:

- Exterior Home Repair - Painting, Siding, Window Replacement, Roof Repair, Masonry repair, sidewalk improvements, etc.
- Interior Home Repair - Painting, Energy improvements, Insulation, code compliant repairs, plumbing, etc.
- Street scape/Green space improvements – Flowers, Planters, Garbage Cans, Public Murals, Improved Signage, etc.
- Social Programs - Food pantries, After school programs, Substance abuse programs, Neighborhood watch, etc.

How Do I apply?

Fill out an application. Applications can be downloaded from the grant website www.pskrpi.com or picked up at the various locations such as City Hall, Cookie Factory, Stewarts, etc.

How often is money awarded?

Money will be awarded once a year in April. Each year up to 10 projects will be funded. Applicants must submit a completed grant application by April 13th to be considered for the current years funding requests.

How are applications evaluated and award recipients determined?

All applications will be reviewed by an award committee. The committee is comprised of people who live and work in the Mt Ida Neighborhood and chaired by a Phi Sigma Kappa Alumni representative. Members of the committee are, local business owners, local residents and local not-for-profits.

All applications will receive a score between 0-100 determining their overall impact on the Mt. Ida Neighborhood. The scoring system will be included in the grant application. The top 10 applications receiving more than 5 points in each category and a score of 75 or higher will be awarded a grant.

How are funds disbursed?

The maximum grant award to any Individual, businesses or organization with a valid federal social security or tax id number, is $1,000. All projects/programs must be completed or operational within 120 days of award. Funds will be disbursed as follows:

- Home-owners: 50% at start of project, 50% after completion
- Business Owners: 100% at completion
- Land-lords: 100% at completion
- Churches and Not-for-Profits: 50% at start of project, 50% after completion

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Grant Application 2016

Applications are due April 13, 2016

Date: _____
Name of Applicant/Business/Organization: _____
Address of Applicant: _____
Phone Number: (   ) _____   Email: _____

Funding Amount Request (not to exceed $1,000) _____
Does the project / program reside in the target area? Yes_____   No_____
Does the applicant have a valid Social Security or Tax ID number? Yes_____   No_____

Complete the following section if you are using the grant for building improvements

Building Improvements:

Address of building:_____
Owner's Name _____

Is the building Owner Occupied? Yes_____   No_____
Do relatives of the owner live in the building? Yes_____   No_____
Number Residents Currently Residing in Building: _____
How long has the owner owned this property? # of Years _____

Existing conditions of the building:
Front Facade: _____ Excellent _____ Good _____ Fair _____ Poor _____ At Risk
Side Wall(s):   _____ Excellent _____ Good _____ Fair _____ Poor _____ At Risk
Rear Wall: _____ Excellent _____ Good _____ Fair _____ Poor _____ At Risk
Roof: _____ Excellent _____ Good _____ Fair _____ Poor _____ At Risk
Misc: _____ Excellent _____ Good _____ Fair _____ Poor _____ At Risk

Type of Construction: ____ Masonry _____ Frame _____Painting _____Other
Number units in Building: _____
Building Square Footage (Approximate): _____
Does the Building Currently have any Safety Concerns? _____Yes _____No

Proposed Method of Work: _____Contractor _____ Self-Help _____ Combination

Date work can begin by: _____

Please indicate the type of improvements being planned for the building. Check all that apply.

	Repair/Upgrade	New installation/ Replacement	Removal
Exterior Work:			
Painting			
Masonry			
Roofing			

Siding			
Windows/Doors			
Sidewalks			
Other: please list below			
Interior Work:			
Smoke / Heat detection			
Sprinkler System			
Security System			
Energy Efficiency Improvements			
Lighting			
Electrical			
Plumbing			
Structural Improvements			
Mold Abatement			
Other: please list below			

All applicants must complete the following sections:

How will this grant be used?

Provide a brief description of your project or program (use additional space if needed):
_____
_____
_____
_____
_____

Describe how your project or program will have a positive impact on the Mt Ida Neighborhood (use additional space if needed):
_____
_____
_____
_____
_____

Describe how your project or program will help maintain or improve the historical characteristic of the Mt Ida Neighborhood (use additional space if needed):
_____
_____
_____
_____
_____

Describe how your project or program will help improve housing and other "Quality of Life" issues in Mt Ida Neighborhood (use additional space if needed):

_____
_____
_____
_____
_____

Project Timeline

Provide an estimated time line for the completion of your project. Your timeline must show that you can complete the project within 120 days.

Item	Date

Project Estimated Budget

Provide an estimated budget for your project:

Item	Estimated Cost
Total Cost	

Required Attachments

The following items / documents are required to be submitted along with your application:

1. Photographs of the building or proposed work site/program area is required and will improve your chances of award. Detail is important. Additional documents describing your program or project will be accepted. Please note all photos and documents will remain the property of Phi Sigma Kappa and may not be returned.

How to Submit Application

All applications are **due by April 13th 2016, 5:00pm** to be considered for 2016 funds.

Completed applications can be mailed to:

Phi Sigma Kappa Alumni Association
PO BOX 1379
Troy NY 12181

Completed applications can also be email to:

PSKgammatetarton@gmail.com

_____ _____
Applicant's Signature   Date

Phi Sigma Kappa
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Grant Application Evaluation Criteria

Applications are due April 13, 2016

PHI SIGMA KAPPA
MOUNT IDA COMMUNITY DEVELOPMENT MICRO GRANT PROGRAM

EVALUATION CRITERIA & SCORING

Project Description: PSK Mt. Ida Community Development Micro Grant Program		Applicants							
Date:									
	Raw Score Key 0.0 to 0.1 Poor 0.2 to 0.3 Marginal 0.4 to 0.6 Acceptable 0.7 to 0.8 Very Good 0.9 to 1.0 Outstanding								
FACTORS	Weight	Raw Score	Weightd Score	Raw Score	Weightd Score	Raw Score	Weightd Score	Raw Score	Weightd Score
I – PROJECT/PROGRAM DESCRIPTION Provide a brief description. Does the project qualify? The degree to which funds are used effectively. To what extent is the project or program feasible? Is the project in the target area?	20 Pts								
II – POSITIVE IMPACT The degree to which the applicant's project or program will have a positive impact on the neighborhood.	20 Pts								
III – HISTORIC CHARACTER The degree to which the applicant's project or program will help maintain or improve the historical quality of the neighborhood.	15 Pts								
IV – HOUSING AND "QUALITY OF LIFE" The degree to which the applicant's project or program will help improve housing and other "quality of life" issues in the neighborhood.	15 Pts								
V – TIMELINE Can the project meet the 120-day deadline? To what extent are their potential delays?	15 Pts								
VI – ESTIMATED BUDGET Does the project or program meet the grant's budget requirements? To what extent is the budget realistic and feasible under the proposed budget.	15 Pts								
TOTAL	100 Pts								