

# Hampden Woodberry Medfield Livable Neighborhoods Grant

Deadline for Application: November 30, 2021   Grant Winners will be Announced: January 15, 2022

The Livable Grant is intended for projects engaging Hampden, Woodberry and Medfield residents and visitors. Examples, but not limited to, are:

Youth activities, garden space, art installation, community outreach.

**Cover Letter** (1 page) should contain the following information

1. The purpose of the project and the exact dollar amount requested (up to \$5,000).
2. How the proposal fits with the goals of Hampden, Woodberry, and Medfield to improve the livability of and contribute to the betterment of our communities.
3. History and brief description of the sponsoring organization. If you are an individual, please describe your background and motivation for applying.
4. Title and physical address of the project.
5. Contact Information: name, title, telephone number, email address, fax number, social media URLs and mailing address of the organization or individual.

**Additionally:**

6. Should your proposal include construction, landscaping or workshop supplies, please supply documentation with budget, quotes, timeline, drawings and/or pictures.
7. If you are partnering with other organizations and/or volunteer groups, please indicate those groups on a second page as well as their URLs.

**Submissions**

1. Applications can be submitted via email: [hwmcommunitygrant@gmail.com](mailto:hwmcommunitygrant@gmail.com)

OR by mail:

HWM Grant

3500 Parkdale Ave, Box A-33

Baltimore, MD 21211

## **Rules & Agreement**

**By submitting an application, the applicant agrees to the following conditions:**

1. Grants will only be awarded for projects located in Hampden, Woodberry or Medfield.
2. All applications may be made public.
3. Applicants must provide an itemized project budget, with quotes with their application.
4. Successful Applicants must provide receipts once the project is completed, no more than 6 months after receiving their funding.
5. Successful Applicants must provide photos of the completed project with a 1000-word (approx) narrative describing said project, no more than 6 months after receiving their funding.

## **Checklist - does your application include the following?**

### **1. Applicant Background**

- Provide one to two paragraphs that succinctly describe the organization's history, mission, and goals. If you are an individual, please describe your background and motivations for applying.

### **2. Project Purpose and Anticipated Results**

- Explain the community need that will be addressed.
- Describe the project. How will the money be used?
- What are the anticipated results of the project? Relate how the project directly and/or indirectly addresses the community need.
- How will you measure and demonstrate the success of the project?
- Provide a budget and timeline for implementing the project.
- If there is a web site, facebook page, twitter handle or other social media accounts associated with the project or organization, please list those urls.