



SMALL GRANTS PROGRAM

FY2021

PROPOSAL INSTRUCTIONS AND APPLICATION FORM

The Arlington County Housing Division (HD) **Eligible Areas Small Grants Program** is designed to provide funding for small-scale neighborhood projects that focus on community building and community problem solving. Funding for this program is provided through Arlington County's Community Development Program. **The maximum grant amount is \$1,000 per applicant/event.**

501c (3) organizations, civic associations and community groups with tax identification numbers (FEIN #) can apply to receive funding for activities within the following eligible areas: Westover Village, Radnor/ Ft. Meyer Heights, Lyon Park, Penrose, Arlington View, Buckingham, Arlington Mill, Barcroft, Pike Village Center, Green Valley and Long Branch Creek.

Eligibility

Eligible activities are one-time programs such as, start-up costs for a youth sports program or other youth development activity, one-time costs for a workshop or educational event, neighborhood festivals. Funds are provided on a reimbursement basis and reimbursement documentation including receipts must be submitted no later than **ten days after the event has taken place. The recipient must provide a short description of the event, report on how many people participated, and outcomes of the event.** We are unable to reimburse individuals, so you must be associated with an eligible organization.

Application Submission: Applications must be received by August 5, 2020 and the funding covers activities throughout the period until June 30, 2021.

Proposals may be sent via email to Rnedd@arlingtonva.us or mailed to

**ATTN: Rolda Nedd, Community Development Planner
Housing Division, CPHD
2100 Clarendon Boulevard, Suite 700
Arlington, Virginia 22201**

**ARLINGTON COUNTY, VA
APPLICATION FOR SMALL GRANTS PROGRAM FY21**

Applicant Name: _____

Neighborhood served by Project: _____

Venue Address/Location: _____

Organization Contact Name: _____ Contact Phone #: _____

Contact email: _____

Project Category – Type of Project (✓ to select one)

- _____ Resident Self-Help Initiatives – workshops, volunteer events, festivals, etc.
- _____ Youth Development Projects
- _____ Public Safety – crime prevention, traffic safety
- _____ Education, Recreation and Cultural Initiatives
- _____ Other

Project Information (Add attachments if necessary)

Project Name: _____

Target Participants: _____
(e.g. seniors, renters/tenants, owners, apartment complexes)

How many participants are expected? _____

What activities will program participants carry out? Brief project description: _____

Project Schedule

List the major activities or milestones in your project. Please list the date (month/year) you expect to complete each activity, if the program is expected to be carried out over several months.

	Date
	Date
	Date

Project Cost

Total Project Cost \$ _____

Amount of County funding requested: \$ _____

Project Budget (**please be as detailed as possible; items charged to County funds only**)

Item description (unit cost)	Total Cost	Amount Charged to Small Grant
	\$	\$
	\$	\$
	\$	\$
	\$	\$

Estimated Number of Volunteer Hours Contributed: _____

Authorized Signature of Applicant Organization

Date

Applicant FEIN #