



Neighborhood Program

2017 Neighborhood Grant Program Newsletter / Communication Grant Information

Please submit one (1) application no later than Friday, March 17, 2017 by 5:00 p.m. All components of the application must be completed.

To complete the application:

- Download the latest version of Adobe Reader (www.get.adobe.com/reader), and
- Save the document to your computer before entering any information.

Applications can be submitted:

- Electronically to neighborhoodprogram@rentonwa.gov; or
- Mailed to City of Renton Neighborhood Programs, 1055 South Grady Way, 6th Floor, 98056

If you have any questions or need assistance submitting an application, please contact the Neighborhood Program Coordinator at (425) 430-6595, or by email at dhicks@rentonwa.gov

The Neighborhood Grant Program offers funding for all neighborhood groups and/or homeowner associations officially recognized by the City as part of the Neighborhood Program to produce a neighborhood newsletter. The standard of support for cost of newsletters is \$1.50 per household contacted each year. *(For example, if your neighborhood has 100 residents and each household is contacted, you may apply for \$150.00 a year in grant funds, if you meet grant stipulations and reapply annually.)* The Communications Grant can be used to produce an online e-newsletter, however the funding amount will still remain at \$1.50 per household.

Grant dollars cannot be used to promote political issues or campaigns, but will be used to promote community within neighborhoods. For example, a newsletter funded in whole or part by grant dollars may not print advertisements or articles for or against a contested ballot issue or any candidate in a contested election.

Funds being used inappropriately must be reimbursed to the City of Renton Neighborhood Program immediately. Failure to meet these requirements can lead to future ineligibility for City of Renton Neighborhood Programs grant funding.



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2017 Neighborhood Grant Program Newsletter / Communication Grant Application

Neighborhood Organization

Primary Contact Person

Leadership Role

Mailing Address

Zip

Phone Number

Email Address

Do you have an HOA Management Firm?

If yes, name of Management Firm

How many times will you distribute in a year?

Distributed via

Will the newsletter be available online?

Printed in languages other than English?

Number of Households

Number of Community Members

Grant Funding Requested (\$1.50 per household)

Attachments:

1. Recent copy of your newsletter and/or other printed materials (Not needed if this is first edition).
2. (If applicable) an invoice showing amount requested and name of recipient requesting reimbursement. (If you haven't already been set-up as a vendor through the City's payable system, you will need to also submit a W-9 Vendor Set-Up Request Form.)
3. Any documentation of expenses incurred in creating/copying/distributing your newsletter.
4. A letter from the neighborhood group leadership board stating its support to pursue funding from the Neighborhood Programs Newsletter/Communications.

Name

Signature

Date

For Staff Review Only							
Grant Cycle	W-9 Vendor on File	Recognized Neighborhood	Initial or Repeat Request	Sample Submitted	Invoice Attached	Cost Details	Recommendation
2017							