



# Community Grant Program Application Checklist

## Sponsored by Friends of City Beautiful

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\_\_\_\_\_ A brief description of the project and how it will benefit the community.

\_\_\_\_\_ Signed letters from other partners/supporters specifying their commitment to the project (i.e., include cash as well as in-kind donations).

\_\_\_\_\_ Detailed project budget.

\_\_\_\_\_ Plan of action for ongoing maintenance and sustainability of the project.

\_\_\_\_\_ Photographs, maps and drawings of the site to be improved.

\_\_\_\_\_ Letters from impacted property owners approving implementation of the project.

\_\_\_\_\_ Copies of appropriate permits, if applicable.

\_\_\_\_\_ Signed, dated and completed application and agreement.

A copy of this checklist must be placed on the top of your application packet.

Granted checks must be written in the name of an organization, not to an individual.

