



Hover form fields for instructions.

## Neighborhood Partnership Program Matching Grant Application

### Neighborhood Organization or Association

Neighborhood organization or association \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Street address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

Location of neighborhood \_\_\_\_\_

Board of directors listing

### Project Information

Amount requested \_\_\_\_\_ Project start date \_\_\_\_\_ Project end date \_\_\_\_\_

Has your neighborhood association/organization or homeowner's association applied for a matching grant in the past?  Yes  No

Give a brief description of the project that you are proposing

Provide project budget including total project costs and requested city funding. Homeowners Associations must include how the funding will be matched by the neighborhood.

Please provide brief statements as to how this project would meet the following criteria for your neighborhood. Please feel free to type on a separate page in lieu of filling in the blanks. Provide supporting documents where applicable.

What major deficiency in your neighborhood would this project correct?

**Project Information (cont'd)**

How did you solicit neighborhood input into the selection of this project?

How will residents be involved in the implementation of this project?

How is this project is consistent with the Neighborhood Partnership Program and your neighborhood goals?

What is your mandatory community involvement element to complete this project?

Describe any future maintenance plan or operational costs.

How will this project enhance the aesthetics of your neighborhood?

**General Notes**

- The City shall have discretionary authority to amend or modify any of the preceding guidelines.
- All Groups shall enter into an agreement(s) with the City of Coral Springs upon recommendation for approval of any request.
- If work is on a City right-of-way, applicant must secure a plan review, permit and license agreement from the City of Coral Springs.

**Landscaping Company Information**

\_\_\_\_\_  
 Name Phone FAX Email

\_\_\_\_\_  
 Mailing address Street City State ZIP Code

\_\_\_\_\_  
 Landscaping proposal for

\_\_\_\_\_  
 Description of project

Landscaping item description	Quantity	Size/unit	Price per item	Total price
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Subtotal of landscaping items	_____			_____

Other expenses (including labor)	Quantity	Size/unit	Price (each)	Total price
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Subtotal of other expenses	_____			_____
Total items and services	_____			_____

Note: Permits and permit fees, if applicable, are the responsibility of the Association. All plant material shall meet the landscaping codes and standards of the City of Coral Springs. (Example: Trees must be a minimum of 8-10' feet in height) The City will review landscaping proposals utilizing the City's fair market value guide and/or current edition of Plant Finder. All landscaping materials will be guaranteed for one year. Please attach additional sheet to show general layout of plants on site.

**Sign Contractor Information**

Name \_\_\_\_\_ Phone \_\_\_\_\_ FAX \_\_\_\_\_ Email \_\_\_\_\_

Mailing address Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

Sign proposal for \_\_\_\_\_

Description of project  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Description (sign type, size, columns, letters, materials, etc.)	Quantity	Price per item	Total price
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total			_____

Note: Permits and permit fees are the responsibility of the Association. All signs must meet codes and standards of the City of Coral Springs. (Example: subdivision signs must meet minimal landscaping requirements - plantings around base of sign)

Please attach additional sheets to show general design of sign (letter size, color scheme) and general site locations of signs.

**Please also submit the following:**

- Photographs of the proposed project area
- Plans or maps indicating the project in relation to the neighborhood and surrounding community
- Letters of authorization from appropriate agencies, where applicable (e.g., property owners of property to be improved or abutting the project, utility companies, etc.)
- A minimum of three estimates for all work except landscaping, utilizing the City of Coral Springs fair market value guide
- Minutes from the meeting where the proposed project was approved by the association or organization

If CDBG funding is involved, additional requirements must be met. City staff will provide this information to eligible applicants. Please submit your application, along with all required materials listed above, in a sealed envelope to City of Coral Springs Community Development Division, 9500 W. Sample Road, Coral Springs, FL 33065. For assistance, contact the Community Development Division at (954) 344-1114.

Applicant signature & date \_\_\_\_\_