



NEIGHBORHOOD INCENTIVE MATCHING GRANT PROGRAM FY 2023

Program Overview

Neighborhood Incentive Matching Grant is a city grant program designed to promote neighborhood enhancement project funding and to encourage residents to take a more active role in the beautification of our city. Providing neighborhood organizations with the opportunity to fund neighborhood enhancement projects will in turn produce a state-of-the-art environment that includes excellent schools, public facilities, parks, green spaces, gateways, and roadway corridors.

The three grant project categories are: **Beautification**, which includes projects enhancing the aesthetic quality of a neighborhood; **Neighborhood Improvement**, which consists of projects improving neighborhood infrastructure; and **Special Community Initiatives** that encompass projects impacting the human element of a neighborhood.

The program awards will range from \$500 to \$5,000 and the time frame for each project completion is a maximum of six months from the awarding date of the grant.

Match Requirements

A required component of the program is its match provision.

1. The amount and type of match must be appropriate to the needs of the project.
2. There is a match requirement of 25% for each grant, which may consist of any combination of the following:
 - Cash Match
 - In-kind contribution
 - volunteer labor valued at \$15 per hour
 - professional service valued at the reasonable and customary retail value of the product or service, not to exceed \$75
 - Funds from other city of Portsmouth sources *cannot* be counted as the 25% match funds
 - **Community Development Block Grant (CDBG) and city funding to civic organizations which includes Support to Civic and Cultural Organization (CRO) grants.

Who is Eligible to Apply

To participate in the program, the applicant must be one of the following:

- 1) Civic Leagues registered with the City Clerk's Office
- 2) Neighborhood Watch organization registered with the Portsmouth Police Department.
- 3) Other neighborhood groups working in the neighborhood or having an established neighborhood outreach program that is endorsed by the local Civic League.

How to Apply

- Complete the Application form with your project idea and submit to the Office of the City Manager, Attention: Chief Grants Officer.
- Awards will be made on an annual basis. Only one project from a Civic League is eligible for funding per fiscal year.
- Projects must be endorsed by and have Civic League and neighborhood support.
- All Neighborhood Incentive Matching Grant Program forms and documents will be made available online on the city's website during the public announcement period.

FY- 2022 Program Timetable

- Announcements, Marketing, and Advertising--- August 8, 2022
- Applications Process Opens/Closes--- August 22 - September 23, 2022
- Selection Committee Review/Notice of Awards--- October 10, 2022
- Grant Awards Administrative Processing--- October 17 - 24, 2022
- Project Work Period--- October 31, 2022 - May 31, 2023
- Project Closeout/Final Report--- Due by June 23, 2023