

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Neighborhood Mini-Grant Funding for Richmond Beach Community Association
DEPARTMENT:	Community Services Division, City Manager's Office
PRESENTED BY:	Rob Beem, Community Services Division Manager Nora Smith, Neighborhood Coordinator

PROBLEM / ISSUE STATEMENT:

As established in Resolution 54, the City budgets annually for Neighborhood Mini-Grants and City Council approval is required. One Neighborhood Mini-Grant is proposed for City Council approval.

The Richmond Beach Community Association is requesting \$5,000 to rent equipment and pay facility and supply costs for its community Halloween Carnival the last weekend in October at Syre Elementary School.

FINANCIAL IMPACT:

City Council authorized \$20,000 in the 2010 budget to fund Neighborhood Mini-Grants. This is the second Neighborhood Mini-Grant submitted for approval. The requested grant for this projects totals \$5,000 and the budget is included in Attachment A.

RECOMMENDATION

Staff recommends Council approve \$5,000 in Neighborhood Mini-Grant funds to Richmond Beach Community Association.

Approved By: City Manager ____ City Attorney ____

INTRODUCTION

The Richmond Beach Community Association is requesting \$5,000 to implement its annual community Halloween Carnival. The community association has committed approximately 700 hours in volunteer time as a match towards the project. This community event raises awareness of the community association and provides a family-oriented event for the neighborhood. Funds will be used to purchase materials for the event such as rental of inflatables, facility expenses, and materials storage.

BACKGROUND

Resolution No. 54 established the Neighborhood Mini-Grant program, with the process and administration of the funds to be handled by Neighborhoods staff. The allocation of the total funds available is determined from year to year by appropriation of the City Council. All such grants to individual neighborhood associations are governed by rules approved by the City Council on October 7, 1996 and amended on November 23, 1998. Grants must be approved by City Council prior to their implementation.

The Neighborhood Mini-Grant program provides grants of up to \$5,000 to each of the active organized, qualifying neighborhood associations in the City of Shoreline. Neighborhood associations are required to match Neighborhood Mini-Grant funds. A match may be generated from co-sponsoring groups, businesses, organizations, schools, media, in-kind donations and/or "sweat equity".

Neighborhood Mini-Grant project categories include the following;

- Projects that create or enhance a tangible improvement in the neighborhood;
- Projects that disseminate information and increase awareness of the goals and mission of the neighborhood association to the neighborhood community;
- Projects that directly benefit a public agency or organization and its immediate neighborhood, and that require the active involvement of both the public agency and members of the neighborhood in planning and carrying out the program.

Richmond Beach Community Association is seeking approval for a \$5,000 Mini-Grant to provide the annual neighborhood Halloween Carnival the last weekend in October. The project meets the goals of the Mini-Grant program by providing benefits to the neighborhood of increasing awareness of the neighborhood association and promoting active volunteer involvement with the Richmond Beach Community Association by local scout troops, families and community residents.

Richmond Beach Community Association has successfully completed other Mini-Grant projects including neighborhood signage in 2000, improvements to Richmond Beach Reserve Park in 2001 and the Community Carnival in 2002, 2003, 2004, 2005, 2006, 2007, 2008 and 2009.

RECOMMENDATION

Staff recommends Council approve \$5,000 in Neighborhood Mini-Grant funds to Richmond Beach Community Association.

ATTACHMENT

A – Richmond Beach Neighborhood Mini-Grant Budget

**Richmond Beach Community Association
2010 Mini-Grant Budget
Halloween Carnival**

<u>Project / Item</u>	<u>Vendor</u>	<u>Cost*</u>
Inflatable equipment	Fun Rentals	\$1,400
Custodian, Facility fee, cook	Shoreline School District	\$ 850
Storage of equipment and materials	Armadillo Storage	\$1,700
Security (off duty officer)	Police Guild	\$ 170
Decorations, supplies, publicity (banners, haunted house, etc.)	various	\$ 880
Total Mini-Grant Request		\$5,000

* Estimated costs based on previous years' expenses include tax and may be adjusted based on final pricing.

Project Match

The Richmond Beach Community Association proposes to provide match for its Mini-Grant through both "sweat equity" and paying for additional costs of the carnival. The Association will provide the following estimated 710 hours of volunteer work on the project: coordinating and directing volunteers; working in the activity and game booths; design, preparation and distribution of advertisement flyers and signs; delivering information flyers to schools; building, setting up, decorating and taking down the haunted house; cleanup and hauling props and re-usable items to storage facility.

In addition to the 710 hours of volunteer work, the Community Association will also match the grant by covering an additional \$2,840 in materials. The total cost of the project is approximately \$7,840 of which \$5,000 would be Mini-Grant funds.

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