

---

**Council Meeting Date:** July 17, 2006

**Agenda Item:** 6(a)

---

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b> Approval of Westminster Triangle Network Mini-Grant Project
<b>DEPARTMENT:</b> Communications & Intergovernmental Relations
<b>PRESENTED BY:</b> Joyce Nichols, C/IR Director

**PROBLEM / ISSUE STATEMENT:**

The Westminster Triangle Network (neighborhood association) is requesting \$1,715 in 2006 Mini-Grant funds for the community National Night Out Against Crime Barbeque on August 1, 2006, three neighborhood identification signs and three sandwich board signs.

Westminster Triangle Network sponsors an annual community gathering on National Night Out Against Crime, to take place August 1, 2006. The neighborhood association organizes games for children, live music, barbeque and potluck. This year the neighborhood association plans to use the gathering to identify neighbors' interests in programs and events for the next year, and revitalize committees to work on events.

Westminster Triangle Network does not have neighborhood identification signs. This Mini-Grant would purchase three neighborhood identification signs to be installed at key road side locations which will be selected in conjunction with Public Works Department staff. In addition, three sandwich board signs would be produced to publicize neighborhood meetings and events.

**FINANCIAL IMPACT:**

City Council authorized \$30,000 in the 2006 budget to fund Neighborhood Mini-Grants. This is the second 2006 Mini-Grant submitted for approval. The project budget is included in Attachment A.

**RECOMMENDATION**

Staff recommends Council approve \$1,715 in Mini-Grant funds for the Westminster Triangle Network National Night Out Against Crime Barbeque, three neighborhood identification signs and three sandwich board signs.

Approved By: City Manager  City Attorney \_\_\_\_

## **INTRODUCTION**

The Westminster Triangle Network is requesting \$1,715 in Mini-Grant Funds to enhance its annual Neighborhood Night Out Against Crime Barbeque. Each year the neighborhood gathers as a community for a barbeque, games for kids, and music. This gathering is also a time to assess interest in activities for the next year, gather sign-ups for committees and projects, and increase awareness of the goals and mission of the neighborhood association in the community.

The Mini-Grant will provide funds to rent an inflatable bouncer for children, provide prizes for kids games and purchase supplies for the barbeque gathering. The Mini-Grant will also be used to purchase three neighborhood identification signs which would be installed at key locations on streets entering Westminster Triangle and three sandwich board signs designed to publicize neighborhood events.

The group proposes to provide match with volunteer labor for the barbeque activities and in-kind donations from both neighbors and local businesses. Volunteers will perform event planning, set-up, cooking, clean-up, and creating and running kids' games. Volunteers will also provide in-kind donations of tables, chairs, barbeques, coolers and potluck items. Several neighboring grocery stores will donate food to the potluck. The neighborhood also enjoys the in-kind donation of music from a professional Peruvian music ensemble which has a member living in the neighborhood. Westminster Triangle Network will also provide a match through the "sweat equity" of neighbors who will conduct semi-annual neighborhood street clean-ups.

## **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 Mini-Grant program provides equal 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 Mini-Grant funds. A match may be generated from co-sponsoring groups, businesses, organizations, schools, media, in-kind donations and/or "sweat equity".

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.

## **ALTERNATIVES ANALYSIS**

The Westminster Triangle Network is requesting approval for a \$1,770 Mini-Grant to enhance the annual Neighborhood Night Out Against Crime Barbeque, purchase and install three neighborhood identification signs and three sandwich board signs. The goal of the Westminster Mini-Grant is to build community, make residents aware of the goals of the neighborhood association, identify neighborhood interests in activities for the next year and revitalize volunteer participation in the neighborhood association. The neighborhood identification signs would reinforce the sense of neighborhood identity. The sandwich board signs would be used to promote participation in neighborhood activities by publicizing the events.

## **RECOMMENDATION**

Staff recommends Council approve \$1,715 in Mini-Grant funds for the Westminster Triangle Network Neighborhood Night Out Against Crime Barbeque, three neighborhood identification signs and three sandwich board signs.

## **ATTACHMENTS**

A – Westminster Triangle Network 2006 Mini-Grant Budget

**Westminster Triangle Network  
2006 Mini-Grant Project Budget  
Neighborhood Night Out Against Crime Barbeque  
and Signs**

<b><u>Project / Item</u></b>	<b><u>Cost</u></b>
Inflatable bouncer & games rental for kids	\$375
Supplies for barbeque & event	\$150
3 neighborhood signs, posts and installation	\$600
3 sandwich board signs	<u>\$450</u>
<b>Project Cost</b>	<b>\$1,575</b>
Washington State Sales Tax	\$ 140
<b>Total Cost</b>	<b>\$1,715</b>

**Project Match**

The group proposes to provide a match with volunteer labor by neighbors, and in-kind donations from both neighbors and local businesses. Volunteers will perform event planning, set-up, cooking, clean-up, and creating and running kids' games. Volunteers will also provide in-kind donations of tables, chairs, barbeques, coolers and potluck items. Several neighboring grocery stores will donate food to the potluck. The neighborhood also enjoys the in-kind donation of music from a professional Peruvian music ensemble which has a member living in the neighborhood. Volunteer labor will also be used for semi-annual neighborhood street clean-ups.