



Dundalk Renaissance

Neighborhood Spruce-Up Grant

Grant Overview

Dundalk Renaissance’s Neighborhood Spruce-Up Grants fund meaningful, long-lasting, neighborhood-driven public space improvements in Dundalk (in both City and County). These projects will raise the quality of life, facilitate grassroots engagement and ownership of neighborhood spaces, improve personal safety and streetscape appeal, and/or enhance the quality of the environment around schools.

For 2019, this program may be implemented in our Focus Neighborhoods: Old Dundalk, Dun-Logan, Turner Station, St. Helena and Graceland Park, plus CHIA (City on a Hill Improvement Association) neighborhoods.

This program is made possible thanks to the support of the Baltimore Regional Neighborhood Initiative through the Maryland Department of Housing and Community Development (MD DHCD).

Timeline

Applications/Projects due by midnight	Friday, April 12, 2019
Applications/Projects reviewed	Week of April 15 – 19, 2019
Signed grant agreements due	Wednesday, April 24, 2019
Projects begin	Monday, May 20, 2019
In progress check-in	Monday, June 17, 2019
In progress check-in	Monday, July 29, 2019
In progress check-in	Monday, September 16, 2019
Target project end date	Friday, October 18, 2019

Examples of Potential Spruce-Up Projects

Creating and installing gateways and signage.

Streetscaping and pedestrian lighting along key corridors.

Facilitating the transformation of vacant lots.

Activating and improving underutilized or “unfriendly” public spaces like plazas, bus stops, or school grounds.

Creating and implementing public art projects.

Projects must connect directly to a community’s master plan or neighborhood goals. Projects must include direct engagement with neighbors or other potential users; proof of local community support will be encouraged.

Application/Project Process

Applications must include:

A project description.

Description of the community need that the project is aiming to address.

Evidence of support for the project from impacted stakeholders, such as, neighborhood associations, schools, churches, or local businesses; evidence could include letters of support or petitions.

Project scope; include specific description of what will be accomplished by the project.

Description of applicant's connection to the project and ability to execute the project.

Project budget with uses and funding sources, including proof of outside funding commitments, if applicable.

Each application will be reviewed by a committee of stakeholders, including community residents. Once each project has been reviewed, each group will be notified.

Financial Guidelines

Spruce-Up funds can cover capital costs only, including:

Materials, such as paint, benches, plants and trees.

Design and installation labor.

Permitting fees for installation.

Spruce-Up funds cannot support operating costs, such as:

Staff Time

Youth Stipends

Permits for Events

Conceptual design drawings

Funds can not be used on any political campaign on behalf of or in opposition to any candidate for public office or lobbying of governmental action, for religious purposes, or in any capacity that excludes any persons.

[The size of the grant awards typically ranges from \\$5,000 to \\$10,000. Typically, expenses can only be reimbursed after they are spent.](#) If needed, Dundalk Renaissance (DRC) can make advances to get projects started. In either case, awardees MUST save all receipts and submit them to DRC as proof of payment. Only expenses outlined in the approved budget will be reimbursed. Any funds not used by the deadline may be forfeited to Md DHCD.

Matching funds and in-kind donations can be used for any types of expenses, as designated by the donor.

Monitoring and Reporting

Monitoring and reporting will be completed by DRC program staff. In progress check-ins will be conducted by DRC program staff. If any issues arise, feel free to contact the DRC program staff.

Promotion and Visibility

Projects are to include a “marketing plan” that promotes the project to the community. Depending on the scale of the project, this could include regular social media postings on community Facebook groups, inclusion in a community newsletter, creating posters or flyers to share the project steps with nearby neighbors, or hosting events at the project site. We encourage project partners to mention or tag Dundalk Renaissance (DRC) in public postings about the projects; we will provide our logo for publications.

All sites will receive a Spruce-Up yard sign that includes funders’ logos and information about the program to display on site. DRC hopes to plan a tour of the Neighborhood Spruce-Up sites, which may include a stop at our site. DRC will be in touch at least one month in advance to notify you of the tour schedule. Partners are expected to tidy their site before the tour and are encouraged to participate, if possible.

Permits and Permissions

Some projects may include work that requires the City or County review; this is relevant for projects on City-owned or County-owned land, or projects that require construction permits. Please account for City or County review in your application.

Because this project is funded by the State of Maryland, all projects are subjected to review by the Maryland Historical Trust (MHT). MHT examines proposals to ensure they are consistent with the historical design of the site and is primarily concerned with projects that involve physical changes to buildings, such as installing lighting or murals. This review may take up to 30 days. DRC program staff will work with each applicant to complete the MHT review form.

***Please direct all program communications, including applications
to Tasha Gresham-James at tasha@dundalkusa.org.
Feel free to call with any questions – (410) 282-0261 option 3***