



## YOUNTVILLE “SMALL PROJECT GRANT PROGRAM” INFORMATION SHEET

*The Town of Yountville is pleased to announce its Small Project Grant Program for funding year 2018-2019 (July 1, 2018 – June 30, 2019).*

### What is the Small Project Grant Program?

A specific portion of our budget has been set aside for grants to fund resident-driven projects that enhance the quality of our life in Yountville by promoting creative ideas that engage our community. We are open to diverse programming and projects that are designed to benefit our entire Town, and, generally speaking, that increase our HAPPINESS FACTOR.

### Who can apply for a Small Project Grant?

Any Yountville resident, business owner, employee or non-profit group may apply, with preference given to residents and local non-profits.

### Are there restrictions on the types of program or projects that are eligible for a Grant?

The Grant projects and programs should be temporary, fun, funny, unexpected, inspiring – we’re the Heart of the Napa Valley, and these projects are our love notes to our Town, our residents, our employees and even our visitors.

All projects/programs should be designed to engage as many in our community as possible. Examples of projects that likely would be eligible for funding include a community “bike roll” including all ages and abilities, temporary sidewalk art, pop-up karaoke at the Community Center Plaza – the list is up to you!

However, although we want to be as flexible as possible, some examples of programs and projects that will not be funded include “for profit” projects or projects that charge a fee, advertising/marketing projects, projects on private property, projects that are religious in nature, profanity, unduly controversial projects, projects that do not comply with Town and other applicable laws and ordinances, projects that require Town assistance or resources to implement or remove, and projects that, in the Town’s sole discretion, could adversely affect safety, health and/or quality of life.



### **How much are the Grants?**

For Fiscal Year 2018-19, a total of \$10,000 has been budgeted. Individual projects should be in the \$500-\$1,000 range, but more expensive ideas will be considered.

### **When are applications due and when will the Grants be awarded?**

Applications will be reviewed twice in the funding cycle. The deadline for the first review is October 15, 2018, and the deadline for the second review is February 15, 2019. Grants will be subject to budget, resources and logistic considerations and so will not be awarded on a strict timeline.

### **How will the Grants be awarded?**

Following each funding deadline, all complete applications will be assessed by a committee comprised of two Town Council members, a member of the Parks & Recreation Commission and a Town Staff member. All recipients will be notified by Town Staff.

### **Can an applicant seek more than one Grant?**

Yes, but you must provide separate applications for each program or project.

### **Can applicants collaborate on a Grant?**

Yes, but all information for all applicants must be included in the application.

### **Can an applicant receive more than one Grant?**

No, only one grant will be awarded per person or organization, per year (this includes collaborative projects). Previously awarded applicants are not eligible to apply for a new grant before completing open projects/programs.

### **Is there a project removal/discontinuation process?**

Yes. The project/program must be properly and timely removed (or discontinued). The applicant must complete the closing forms (provided at the time a Grant is awarded) and submit to the Town Manager no later than 30 days after completion of the project or program.