



**The Redevelopment Agency of the City of Oakland
Central City East
2009-2010 Neighborhood Project Initiative Program
Program Application**

DEADLINE: Applications must be received by Thursday, December 17, 2009 at 4 p.m.

SUMMARY

The Oakland Redevelopment Agency is pleased to announce the 2009-2010 Neighborhood Project Initiative Program (NPI) in the City of Oakland's Central City East Redevelopment Project Area. The NPI program is intended to encourage community members to participate in the improvement of their neighborhoods. The NPI program operates as a community grant program which funds small-scale, physical improvements on public and/or privately-owned property within the redevelopment project area. The grants will be between \$5,000 and \$10,000 per project.

This is the first year that this program is available for the Central City East Project Area. However this program has funded many projects in other redevelopment areas. Examples of previously funded projects include community planting projects in medians, a dog run facility, street trees, planters, banners and lighting, and murals.

Please see the Program Guidelines for more detailed information on the NPI program and project eligibility.

APPLICATION INSTRUCTIONS

A completed NPI application consists of two parts: **Part I: Project Summary Information** and **Part II: Detailed Project Information**.

Part I: Project Summary: This page is intended to serve as the cover page to the application. Please limit your project description on this page to 1-2 sentences. It is critical to provide a singular project contact person for all applications, even if they are being submitted by a community organization, so that staff knows where to direct questions about the submittal.

Part II: Detailed Project Information: Please include a detailed description of the project in this section. It is critical to submit a project map and photos of the proposed project site to assist with the review of the application. This section of the application should not exceed 3 pages.

Typed applications are preferred for ease of readability. Please contact Hagu Solomon at (510) 238.2055 or hsolomon@oaklandnet.com for questions or program materials and for program application.



**The Redevelopment Agency of the City of Oakland
Central City East Neighborhood Project Initiative Program**

SUBMITTAL PROCEDURES

Please submit completed applications to the City of Oakland by Thursday, December 17, 2009 at 4 p.m.

Mail your completed NPI application to:

Hagu Solomon
City of Oakland
CEDA, Redevelopment Division
250 Frank H. Ogawa Plaza, Suite 5313
Oakland, CA 94612
Phone: (510) 238-2055
hsolomon@oaklandnet.com

Hand-deliveries may be made to the Redevelopment Division office located on the 5th Floor at the address shown above.



Part I: Brief Project Summary

Project Title:	
Brief Project Description: <i>(1 to 2 sentences only)</i>	
NPI Funds Requested:	\$
Total Project Cost:	\$
Project Contact Person Mailing Address Phone number Email Address:	
Sponsoring Agency/ Organization:	
Other Project Partners or Co-Sponsors:	



Part II: Detailed Project Information

Please submit the following information as part of your NPI application. Typed applications are preferred for ease of readability. Please attach your answers to this cover page. Your application text should not exceed 3 pages.

1. The proposed project falls into the following categories (you may select more than one):

<input type="checkbox"/> Crime Deterrent or Safety Improvements	<input type="checkbox"/> Community Facility Upgrades
<input type="checkbox"/> Neighborhood or Corridor Beautification	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Establishment of Community Identity	

2. Is the proposed project located on public or private property? If the project is on private property, please include a letter of consent from the current property owner on record.

3. Provide a detailed description of the proposed project.

4. Describe how the proposed project benefits the community and/or addresses neighborhood blight?

5. Provide a detailed line-item budget for the proposed project. Please allow for a minimum 15% contingency in your budget to avoid cost overruns.

6. Provide a rough timeline for project implementation.

7. Attach a map or diagram showing the proposed project location.

8. Attach photographs depicting existing conditions.

9. Optional: Letters of Support
 Please note that letters of support will be accepted as attachments to the application. We encourage applicants to provide letters of support from community organizations as opposed to letters from individual residents or business owners.

10. How did you hear about the NPI program? (you may select more than one)

<input type="checkbox"/> Brochure mailed/handed out to you	<input type="checkbox"/> Member of the PAC
<input type="checkbox"/> City Website	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Community Email list	

Certification

I have read the description of the Neighborhood Project Initiative program and supporting materials. I certify that the information I have provided is complete and correct to the best of my knowledge. If awarded a grant from this program, I will commit to following the procedures set forth by the City if I choose to participate in the program. I understand that I cannot start work on any improvements until my application is approved and an agreement is signed by the City of Oakland.

Applicant Signature: _____

Date: _____