



**IV. REQUIRED ATTACHMENTS**

1. Association Mission Statement
2. Current listing of Directors with contact information
3. Copy of resolution or minutes from the meeting at which the Neighborhood Association board approved this project proposal
4. Project/Program Budget
5. Project/Program narrative, which should include detailed responses to all questions:
  - a. Describe your proposed project or program in detail.
  - b. How does this project or program advance your mission?
  - c. How does this project or program contribute to a healthy neighborhood?
  - d. How does your Association manage its funds?
  - e. What other partners or funding sources are involved?
  - f. Has your Association received necessary approvals from the appropriate city departments?
  - g. How will you measure the success of this project/program?
  - h. Does your Association have outstanding funds from a previous mini-grant award? If so, why? And what are your plans for these funds?
  - i. Please demonstrate your Association's ability to complete this project in a timely manner (volunteer base, additional funding sources, past experience).
  - j. Advantages or benefits of project/program?
6. Project/Program Timeline

**V. AUTHORIZING SIGNATURES—THIS REQUEST IS DULY AUTHORIZED BY THE ASSOCIATION**

SIGNATURE OF ASSOCIATION PRESIDENT OR EXECUTIVE DIRECTOR:

*Name:* \_\_\_\_\_ *Title:* \_\_\_\_\_ *Date:* \_\_\_\_\_

\*SIGNATURE OF ALDERPERSON (IF REQUESTING MONEY FROM CITY-FUNDED GRANT PROGRAM):

*Name:* \_\_\_\_\_ *Aldermanic District:* \_\_\_\_\_ *Date:* \_\_\_\_\_

For applications to be considered, a copy must be received by close of business on Monday, April 1, 2013 at the Green Bay Neighborhood Division (100 N. Jefferson St, Rm. 608, 54301).

For Office Use Only  
Date rec'd: \_\_/\_\_/\_\_  
Mission: \_\_  
Res/Min: \_\_  
Directors: \_\_  
Budget: \_\_  
Narrative: \_\_  
Timeline: \_\_