



# **Community Action Project**

Projects to Activate Your Community

## **Community Action Purpose**

The purpose of the Community Action Project (CAP) Grant is to reach out to people who are not involved in local neighborhood groups or have not been for a while and to help you foster pride and ownership in your community. CAP Grants support small-scale community projects that benefit the neighborhood and also draw on the personal interests and accessible resources of the community.

## **Community Action Challenge**

Can you think of a positive step you, together with your neighbors, can take that is fun and benefits your neighborhood? **Make sure it involves several people from the beginning to the end. It must be inclusive and try to involve neighbors of all ages in some way.** For example...how about sewing a banner for the neighborhood soccer team, marking walking trails, or planting bulbs along a major neighborhood street, just to name a few? Whatever you enjoy doing is a great place to start. In the spirit of keeping things simple and informal, we ask that each proposal be submitted on this single sheet of paper. No major projects wanted, just simple and effective.

## **Community Action Match**

If you need money for your project, we'll match, in cash, what you donate for **up to \$500** in eligible expenses. Your donations can be materials, volunteer labor, or money. We do ask that you keep a copy of your receipts, photos, and volunteer logs to show us when you are done. *For example, say your group wants to paint a mural in your neighborhood. You donate 10 hours of labor (valued at \$19.51/hr.), and a local business donates \$55 worth of paint. The CAP Grant will provide \$250 for additional paint materials and a cleanup party!*

## **Anyone Can Apply**

It doesn't matter who you are, what you do, or what abilities you have. To be an "Action Starter", you just need to get together with two or more neighbors or organization members and plan a CAP. Complete your project within **90 days** and be willing to attend a CAP celebration event to share your story with other Action Starters. You can have only one CAP grant in progress at a time (so be creative).

## **How Projects are Selected**

Submitting an idea is as easy as 1-2-3: You just need to...

- 1) **Meet** with your Neighborhood Commissioner and Neighborhood Office staff.
- 2) Come up with a project idea and **share it** with your neighbors and Neighborhood Commissioner.
- 3) Write out your CAP idea and **submit it** to the Neighborhood Office **on March 31, 2010, June 30, or September 30 before 4 PM.**

Submitted will be considered as long as funds remain available, so get started early. Projects are reviewed and selected by the Neighborhood Commission's Resources Committee along with input from the Neighborhood Office Staff. Projects should support the Guiding Principles of the Hampton Neighborhood Initiative. **Once reviewed, you will be notified within 30 days if your project was selected, or we will recommend changes to help you be successful in your project.**

## **How Does The Grant Work?**

Once your Community Action Project is approved:

- You will receive an grant agreement and contract
- Complete and sign the included grant agreement and
- Return it to the Neighborhood Office to pick-up your project match funding
- Go and take "action" in your neighborhoods!
- Attend a CAP Celebration and submit your receipts for your match

**For more program details or information contact the Neighborhood Office at 757-727-6460 or email Jonathan McBride at [jmcbride@hampton.gov](mailto:jmcbride@hampton.gov).**

## Here's My Community Action Project!

**CAP Idea:** What do you plan to do and where? *(Please attach any additional information)*

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**Involving New People:** How will you identify & involve new people in your project? (Think creatively!)

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**Neighborhood Benefit:** How will this benefit your neighborhood? What do you want to accomplish?

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**Jazzy Name:** What name will you give your project that will attract attention to it?

**Money:** How much money do you estimate you will need to complete this project? What will you plan to use the money for in general terms?

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**Match:** What type of neighborhood match do you think you will be able to contribute?  
(Describe in general terms what volunteer labor (\$19.51/hr), donated materials, or cash you expect to use.)

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**A little about you:** *Your following answers will not be the only basis for funding decisions.*

**How involved have you been in your neighborhood prior to this project?** *(Please check one)*

- 4** - Very involved (I have organized or planned community building activities.)
- 3** - Moderately involved (I have volunteered at neighborhood or community activities.)
- 2** - Somewhat involved (I have attended neighborhood or community gatherings.)
- 1** - Not really involved (I am just getting interested.)

**I have attended a Neighborhood College:** Y\_\_ / N\_\_\_. *(If "No," I plan to attend this year: Y\_\_ / N\_\_)*

**I've applied for a grant before:** Y\_\_ / N\_\_\_. **I learned about CAP Grant from/at** \_\_\_\_\_

\_\_\_\_\_ **YES! We can complete this project in 90 days!**

My Neighborhood \_\_\_\_\_ Title/Role in Neighborhood \_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ E-Mail \_\_\_\_\_

Others Involved \_\_\_\_\_