



Department of Community Development
Neighborhood Enhancement Division
555 Liberty St. SE, Rm. 305, Salem OR
97301
503-588-6207

October 28, 2016

Dear Neighborhood Associations,

Applications are now available for the Neighborhood Association Capacity-Building Grant Program. This program is designed to assist the Neighborhood Associations (NA) in meeting the goals that they have developed, as they pertain to SRC 64.290. Despite the tremendous commitment and great work that our NAs are achieving, many face a variety of challenges in serving their neighbors and neighborhoods in ways that they believe would create the greatest impact. The purpose of this program is to help the NAs to build their capacity, by working directly with the NA Board, to address those challenges and build solutions that are specific to the neighborhood.

Examples of capacity-building projects that could be proposed include assistance in developing strategic annual civic involvement goals, building a plan for recruiting or retaining board members, marketing the NA, increasing outreach to specific groups or organizations, identifying neighborhood resources, engaging neighbors, building a social media presence, providing training and resources on meeting facilitation, agenda creation, or other necessary skills. The Neighborhood Services Staff is open to learning, through this proposal, how we can best help the NAs to be successful.

The application is open to all City-Recognized Neighborhood Associations and one NA will be selected for each grant period. Right now there are no monetary resources available for this program. The chosen NA will receive an allocation of staff time for a minimum of one month, but no longer than six months. The amount of time granted to the NA will be based on the length of the requested project.

The application schedule is as follows:

- October 28, 2016 – Application Available
- December 15, 2016 – Application Deadline

The applications will be evaluated by a committee of Neighborhood Services Staff, one member of the Planning Staff, and the Neighborhood Enhancement Division Administrator. The application will be scored based on demonstrated need, potential impact, measurable goals, and readiness of partners to address the stated goals.

Electronic copies of this application are available at www.cityofsalem.net/neighbor. If you have any questions or comments or need assistance in completing the application, please contact Rose Walker, Neighborhood Services Counselor, at 503-540-2303 or rwalker@cityofsalem.net.

Sincerely,



Brady Rogers
Neighborhood Enhancement Division Administrator