Neighborhood Beautification Program (NBP) Grant Application Checklist

ELIGIBILITY CHECKLIST:
if you can check off of the following three (3) requirements, your organization is eligible for funding.

☐ My organization is a:
   ☐ City Registered Neighborhood Association or Block Club, OR
   ☐ Nonprofit organizations or Faith-based organizations working in partnership with a City Registered Neighborhood Association or Block club. Partnerships must be documented with the provided Neighborhood Beautification Partnership Letter Template.

☐ My organization can demonstrate site control of (up to 4) vacant lots without structures on which the proposed project will take place. Site control is shown by:
   ☐ A deed or deeds held by a 501c(3) or LLC with the same name as the applicant organization

☐ The vacant lots owned by my organization are zoned as R1, R2, or R3.
   ☐ I've checked the zoning of the lots by using this map: https://detroitmi.gov/webapp/detroit-development-opportunities

A COMPLETE APPLICATION INCLUDES:
Below is a list of items/documents needed to successfully submit an application for the Neighborhood Beautification Program.

☐ Completed Online Application
☐ Completed Budget (contained within online application)
☐ Proof of Site Control
   ☐ Deed(s) held by a legal entity (LLC or 501(c)3) with the same name as the applicant organization
☐ Plot Plan
   ☐ More Information on how to create a plot plan here: Plot Plan, Site Design, and Maintenance Guide
☐ If applicable, Partnership Letter with Block Club or Neighborhood Association
   ☐ Please complete and upload: Neighborhood Beautification Partnership Letter Template
☐ If the applicant organization is a 501c(3) or using the fiduciary status of another organization, the following documentation is required:
   ☐ 501 (c)3 IRS tax exemption letter in applicant’s name OR identification of a tax-exempt fiduciary organization & the following documentation related to the 501(c)3
      ☐ Proof of an operating board
      ☐ Most recent fiscal year financial statements that show the organizational operating budget 2021 - 2022 Michigan Annual Nonprofit Report
      ☐ Articles of Incorporation and By-Laws
      ☐ Certificate of Good Standing from LARA

PLEASE NOTE: If you do not have a fiduciary, you can elect to have Wayne Metro serve you in that capacity; in which case you will not be responsible for submitting the 501c(3) related documentation.