APPLICATION

Hearts of our Neighborhood

A city-wide program to help support neighborhood projects that will revitalize and celebrate the spaces in our neighborhoods that serve as vital gathering hubs for recreation, education, resources and more, while encouraging local partnerships.

APPLICATION INSTRUCTIONS

Please complete all applicable sections of this application. Submit the completed application with all supporting documentation (*see Application Submission Checklist, included in Application Guidelines & Information*) to **HeartsOfOurNeighborhood@cityofcharleston.org** with the Subject line: **Hearts Application - [Applicant Name]**.

APPLICANT CONTACT INFORMATION

Organization: ....

☐ **Check this box if your organization is a non-profit.**
If checked, please include proof of non-profit status with application.

Name: ....

☐ **Check this box if you are applying as an individual**

Address: ....

....

Email: .... **Phone:** ....

PROJECT OUTLINE

Name: ....

Location: Where will this project be implemented? Be specific; include address.

....

....

....

Location: Will this project be located on city-owned property or in a city-owned facility?

☐ YES   ☐ NO

Description: What is the project? What does it aim to accomplish?

....

....

....

....

....

....

....

....

Need/Benefit: Why is this project necessary; how will it benefit the neighborhood / area?

> ....

> ....

> ....

> ....

> ....

> ....

Impact: What positive changes/improvements will this project bring?

> ....

> ....

> ....

> ....

> ....

> ....

PROJECT SCOPE

Goals: What specific, measurable goals do you hope to achieve?

> ....

> ....

> ....

> ....

> ....

> ....

> ....

> ....

> ....

> ....

Timeline: What is the estimated length of time it would take to complete your suggested project? (not including time taken for application review)

....

....

....

....

....

....

....

Partnerships: Are their key partners, outside the City of Charleston, available for continued viability of the project? What resources will they provide? (e.g. project upkeep, maintenance, volunteers, supplies, etc.)

....

....

....

....

....

Estimated Cost: Provide estimated total cost of project based on your independent research.

$ ....

Supporting Information: Provide any project related links/information for possible vendors, resources, project concept images, location images/diagrams, etc. If you are attaching materials, please note that in the space below.

....

....

....

....

....

....

....

Viability: Describe any future maintenance / upkeep / ongoing expenses that may be required/incurred for this project.