



## 2008 Mini Grant Fact Sheet

Keep Houston Beautiful, in partnership with First Community Credit Union, is offering mini grants for groups and organizations who want to do Keep Houston Beautiful Day neighborhood improvement projects.

The goal of the mini grants is to assist community groups with some of the expenses of a community project. It is not our goal to fund the project in whole, but to give you the resources that will help you leverage other resources.

Those interested in taking advantage of the mini grants and obtaining funding must fill out the enclosed mini grant application and return it to Keep Houston Beautiful (KHB) by March 3, 2008. Projects will be reviewed and up to 10 will be selected to receive a grant. A final report, including budget data and receipts, is due no later than August 1, 2008. Grant applications will be accepted from a wide variety of community groups and organizations including neighborhood home owner associations, schools, and 501 (c) (3) organizations. All projects/programs will be implemented within the City of Houston limits.

**Grants up to \$500** per community will be awarded until a total sum of \$5,000 has been reached.

Grant applications will be accepted through March 3, 2008. Grant recipients will be notified by March 27, 2008.

**Mini Grant award categories** – Keep Houston Beautiful Day category recognizes creative and innovative projects carried out on KHB Day, April 5. The project should involve cleaning and beautifying a given public area or community, graffiti abatement, or recycling drive. **Projects may be completed anytime between April 5 - May 31, 2008.**

Other one-day events or small projects examples:

- 1 Clean and maintain an adopted area
- 2 Hold a recycle art contest
- 3 Hold a waterway cleanup and/or water-related education event

**Amaze us with your innovative project ideas!**



## Keep Houston Beautiful Day Mini Grant – 2008

Sponsored by First Community Credit Union

### General Information

Name of Coordinating Organization: \_\_\_\_\_

Project Title: \_\_\_\_\_

Key Map Page: \_\_\_\_\_ Council District: \_\_\_\_\_

Project Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Project Chairperson: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Fax: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Type of group       Civic Association       School       501 (c)(3)

Name of Organization: \_\_\_\_\_

Will your event be held on April 5? \_\_\_\_\_ Estimated number of volunteers: \_\_\_\_\_

Type of grant you are applying for: (circle one)

- Litter prevention
- Graffiti Paint out
- Recycling

Signature: \_\_\_\_\_

(Continued on next page)

Group: \_\_\_\_\_ Council District: \_\_\_\_\_

Project Title: \_\_\_\_\_

**Keep Houston Beautiful Day Mini Grant – 2008**  
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**Project Description**

Brief description of project (include time line and schedule of events):

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Participant description (Tell us about the residents, community groups, or businesses that will be involved. How will they contribute?):

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List all needed project supplies and cost. (Also, list any other budgetary considerations, if applicable):

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Total grant request: \_\_\_\_\_

Group: \_\_\_\_\_ Council District: \_\_\_\_\_

Project Title: \_\_\_\_\_

**Project Summary**

What positive effects do you expect your project to have on your community?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How do you plan to maintain the project? For example: who will be in charge of purchasing, storing, and using supplies?

\_\_\_\_\_  
\_\_\_\_\_

How will you use the KHB Mini Grant funds to leverage other funding? (Attach additional pages if needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Be sure to illustrate and document the project with before and after photographs, flyers, articles and letters for volunteer recruitment. Include in your documentation receipts for materials and a report on how funds were spent. Final project reports due August 1, 2008.

**Entries accepted through March 3, 2008**

Grant recipients will be announced March 27, 2008

**Mail to:** Keep Houston Beautiful  
Attn: Mini Grant Application  
3000 Richmond, Suite 350  
Houston, TX 77098  
Phone 713-839-8855  
Fax: 713-839-8880  
[www.houstonbeautiful.org](http://www.houstonbeautiful.org)

Projects may be completed anytime between April 5 - May 31, 2008

Keep Houston Beautiful Day Saturday, April 5, 2008 is the kickoff for the nationwide Great American Cleanup™ in Houston.

