



## **TASK FORCE 2 PROJECT FUND**

Funded by the Ball Brothers Foundation

### **PROJECT FUND DESCRIPTION**

This project fund is intended to support both the start-up of new neighborhood associations and projects initiated by established associations located throughout the City of Muncie.

#### **Requirements:**

- Amount requested may not exceed \$500.00
  - Two quotes must be provided for equipment and services
  - Each neighborhood may only receive one allocation per calendar year
  - The association must be able to provide its Articles of Organization or By-Laws
  - The association must be able to provide its last two bank statements
- \*If for any reason the association cannot meet these requirements, a detailed explanation must be provided in the application email.

#### **Requests will be evaluated using the following criteria:**

- Need
- Will the project, equipment or service impact the neighborhood's quality of life?
- Will it generate excitement/interest in the neighborhood?
- Will it be visible?
- Did the neighborhood vote to approve the project, equipment or service?
- Attendance at Neighborhood President Council meetings

#### **Process:**

- Neighborhood Associations submit request form found on the MAP website
- Applications will be accepted on a continual basis; they must be emailed to Ginny Nilles at [gnilles@munpl.org](mailto:gnilles@munpl.org)
- Applications will be evaluated by Task Force 2 at its monthly meeting
- Funds will be awarded every other month at the Neighborhood Presidents Council meetings
- A check will be cut in the name of the Neighborhood Association and mailed to the individual named on the Application Form
- The follow-up report will be due within 30 days after the funds are expended
- Funds that are awarded, but not used, must be returned to Task Force 2 no later than 30 days after after the equipment or service was purchased