**Seward Neighborhood Group**

**Seward Small Grant Program**

**Instructions for Applicants**

In 2024, Seward Neighborhood Group (SNG) is making up to $20,000 of its reserve funds available to support community-led projects that benefit the residents of the Seward neighborhood.
At least $5,000 of these funds are prioritized to support projects developed by, or that have a direct benefit to, members of the Seward East-African community and/or renter community.

**How To Apply**

Proposals for the use of these funds can be made by Seward community members, SNG board members, SNG staff members, SNG committees, or SNG-affiliated working groups.

To submit a proposal, please send a completed application formno later than

**5:00 pm on Wednesday, May 1**, **2024** emailed to admin@sng.org**.**

*Please note the second deadline for late applications of Friday, May 31 (see below).*

 **Review of Proposals**

Proposals will be reviewed by the Seward Small Grant Review Committee following the

May 1 deadline. This committee will forward recommendations to the SNG Board of Directors for a final decision by early May and successful proposals will be announced at the SNG Annual Meeting on May 15.

Late applications received between May 2 and May 31, will receive consideration in June if there are still funds available.

The committee will review proposals based on **feasibility** of the project, **capacity** of the organizers to complete the project, the **creativity** of the proposed project, and **alignment** of the project with SNG’s mission statement:

*SNG is an aspirational organization. We are committed to making our neighborhood more vital, equitable, livable, and sustainable – by building relationships, by engaging all community members, by promoting equitable and accessible development of the built environment, and by acting as stewards of our natural environment.*

**Assistance Available**

If you have any questions about the proposal process, need assistance in preparing a proposal, or would like to consult with SNG staff as you develop your proposal, please send an email with your contact information to admin@sng.org to set up an appointment.