



Small Changes
Beautification Grant Program

Initiated in 2005, The Small Changes program is a four-year beautification grant program offered by Mayor Thomas Menino and the Boston Parks & Recreation Department to qualified not-for-profit organizations. Small Changes was created specifically by the Mayor to fund moderately priced yet significant beautification projects that enhance the quality of life in our neighborhoods. This is the final year of this grant program.

Small Changes can make a big difference! Any beautification project that will make a long-lasting or permanent impact to a neighborhood may be eligible. Approved projects will receive grants ranging from \$1,000-\$10,000 for **general improvements** or \$5,000-\$30,000 for **permanent installations**. Grants of \$10,000 or more will require an equal match in funding. All projects must be publicly and visually accessible from a public way and have the appropriate city-issued permits and approvals (including those from entities such as the Art Commission). The owners of the property including City of Boston agencies must approve the project and sign an "Property Owners Consent Form." Letters of support from the community and abutters are required.

General improvements may include: (\$1,000-\$10,000)

- Open space stewardship programs for youth or adults
- Clean-ups including waste removal costs
- Professional landscaping or pruning of trees
- Graffiti removal

Permanent installations may include: (\$5,000-\$30,000)

- New benches, murals, walkways & fencing
- Restoration of murals and plaques
- Restoration or repair of existing fencing
- Landscaping and plantings with maintenance plan

Qualified applicants must be a designated 501©(3) not-for profit organization as determined by the IRS or must partner with such an organization. Community, open space, environment, civic, community development and economic development groups are all encouraged to apply.

Grants of \$5,000 and less will receive one payment upon grant award. Grants of more than \$5,000 will receive 80% of the total when the grant is awarded and the remaining 20% upon proof of completion. (Receipts, photos and a site visit will be required of all grant awardees.) Projects must be completed by Dec. 31, 2009.

Applications are available at:

Boston Parks & Recreation Department – Ms. Lucy Kelleher, 617-635-4989
1010 Massachusetts Avenue, 3rd Fl., Boston, MA 02118 **or** applications can also be downloaded from the City of Boston's website at: www.cityofboston.gov/smallchanges

Applications must be received by Monday, April 7, 2008 at 5:00p.m.



Organization: _____

Contact Person: _____

Contact Address: _____

Work Phone: _____ E-mail: _____

Full Address of proposed project site: _____

REQUIRED INFORMATION:

DESCRIPTION OF PROJECT including:

- Brief description of the mission of the applicant organization
 - Ownership of proposed project site
 - Description of project
 - Neighborhood served by project
 - Organizations involved in project
 - Proposed budget (detail expenses and all sources of funding)
 - Rendering or map of project or area
 - Copy of 501©3 designation from IRS
 - Property Owner Consent Form
 - Two copies of application
-

Applications must be received or postmarked by Monday April 7, 2008.

Send to:

Ms. Lucy Kelleher, Small Changes
Boston Parks & Recreation Dept.
1010 Massachusetts Avenue, 3rd Floor
Boston, MA 02118

The Small Changes Beautification Grants Program is open to all citizens of the City of Boston regardless of race, sex, color, religion, national origin, disability, or sexual orientation.



PROPERTY OWNER CONSENT FORM

PROJECT ADDRESS: _____

PROPERTY OWNER: _____

I AGREE TO ALLOW THE _____ TO UNDERTAKE
THE FOLLOWING WORK, _____

ON PROPERTY OWNED BY _____

BETWEEN APRIL 15, 2008 – DECEMBER 31, 2009.

Authorized Individual, TITLE (print)

Authorized Signature

Agency/Organization

Address City, State, Zip

Telephone e-mail address