



**Small  
Changes**  
**Beautification Grant Program**

The Small Changes program, initiated in 2005, 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 from a generous contribution from the DNC to fund moderately priced yet significant *beautification* projects that enhance the quality of life in our neighborhoods.

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 an educational institution, 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 less than \$5,000 will be paid in full upon grant award. Grants of more than \$5,000 will be paid at 80% when the grant is awarded and the remaining 20% upon proof of completion. All grant recipients, regardless of grant amount, must provide receipts and photographs of the project. A site visit will follow. Projects must be completed by Dec. 31, 2008.

**Applications are available by:**

Download from the City of Boston's website at: [www.cityofboston.gov/smallchanges](http://www.cityofboston.gov/smallchanges)

**Or** by visiting:

Boston Parks & Recreation Department 1010 Massachusetts Avenue, 3rd Fl., Boston, MA 02118

**Or** by calling the Commissioner's Office at 617-635-4989.

**Applications must be received by Monday, April 2, 2007 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
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**Important:** Previous Small Changes Grant recipients who have not fulfilled terms of their prior grant will not be considered for a 2007 Small Changes Grant.

Applications must be received or postmarked by Monday April 2, 2007.

Send to:

Boston Parks & Recreation Dept.  
1010 Massachusetts Avenue, 3<sup>rd</sup> Floor  
Boston, MA 02118  
Attn: Commissioner's Office / Small Changes

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 JUNE 1, 2007 – DECEMBER 31, 2008.

\_\_\_\_\_  
Authorized Individual, TITLE (print)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Agency/Organization

\_\_\_\_\_  
Address                      City, State, Zip

\_\_\_\_\_  
Telephone                      e-mail address