**GRANT NARRATIVE**

**CREATIVE ENGAGEMENT GRANT**

**Please keep your narrative to no more than four pages, using 11-point font.** The narrative should make a convincing case that your proposal meets the intent of the grant program and is achievable. Please address the following prompts in a manner that is clear and concise. Review the application handbook for helpful hints and tips.

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| **Project Title:** |  |

**1. Please describe your project, its goals and desired outcomes.** *Be as specific as possible about the project’s scope, design and components. Your response must address how the project will help to promote neighborhood-level community involvement.*

**2. Please describe the interactive component of your project in detail.**

**3. Where will your project be located? Will permits or approval be needed to use the space?** *If applicable, please describe your plan for obtaining any permits or approval.*

**4. Please describe your group’s capacity (skills/resources/partnerships) to complete this project.**

**5. Please describe how the neighborhood association(s) will be actively involved in the design and implementation of the project.**

**6. Please provide a draft timeline for your project.** *Include dates and activities related to planning, creation, installation, exhibition, events, etc.*

**7. Please describe how requested grant funds will be used.**

**8. Please describe how you will meet the matching requirement.** *Identify sources of any secured matching funds (financial and in-kind) and describe how you plan to raise any additional funds / donations needed to meet the match requirement. Please note that you will be asked for an itemized list of matching expenses on the budget form.*