



## Neighborhood Mini-Grant Application

*For Office Use Only* Date Received by City: \_

**Application Directions: Please read the Neighborhood Mini-Grant application packet thoroughly before submitting your Application. The Application should contain a thorough scope of work, timeline, budget, and details of the neighborhood match.**

Neighborhood Association Name: Hillwood Neighborhood Association (HNA)

Neighborhood Association Mailing Address : % Ann Erickson, 525 N 190th St, Shoreline, WA 98133 (this address will be used until June 30, 2021) The new address will be: HNA % Boni Biery, 903 N. 188th, Shoreline, WA 98133

Project Coordinator's Name: Jocelyn Curry Asher

Telephone (best): 206-498-5052 Telephone (alternate): 206-546-6392

Email: [jocelyn.curry@gmail.com](mailto:jocelyn.curry@gmail.com)

Coordinator's Mailing Address: 103 NW 200th Street, Shoreline, WA, 98177

### **Name of Project: Hillwood Pathmates**

Describe the project and intended impact. HNA has kept the eight retired 24"x36" Hillwood logo aluminum signs previously installed along Hillwood streets. We envision these industrial gauge panels becoming small public artworks in the form of cut-out silhouette images designed by Hillwood youth in grades K-12. The finished designs will be professionally cut, then installed within the right-of-way areas along the four popular paths in Hillwood. We plan to install two silhouette artworks per path. The stated theme for the young artists will be: ***What I Like About My Neighborhood.***

What is the neighborhood opportunity or need identified and how does the project address it? Who will be served? How does this project build neighborhood connections?

Hillwood needs unique public artworks, preferably designed by its residents. We will distribute a Call for Entries for designs created by the school-age youth of Hillwood. Our goal is to inspire young artists to draw or paint with their Hillwood neighborhood and a novel final medium in mind. A generous prize of \$100 per selected design will give the winners a strong sense of reward for their art. We will contact art teachers in schools in Hillwood and in schools enrolled in by Hillwood students. Social media (Nextdoor, Facebook, Instagram) will also be used to notify older youth and the families of our Call for Artists. We will post the Call for Artists in

our libraries. If there are more than 8 suitable entries, we may have a neighborhood social media vote as we did in 2020 for our new Hillwood logo.

Who was involved in the idea development and subsequent decision to pursue this project? Please attach Neighborhood Association meeting minutes at which this project was identified and approved by the Association for a Mini-Grant request.

When our new Hillwood street signs were installed in 2020, Frank Lambert of Shoreline Maintenance suggested that HNA could have the retired signs if we wanted them. This offer is what triggered the idea of re-purposing the signs. Jocelyn approached the HNA Board about creating a public sculpture or sculptures with them. We brainstormed together, and a committee of three (Jocelyn, Hannah Connaughton, and Paul Lewing) was formed to do the needed research and development. The Board voted to pursue this Neighborhood Mini-Grant project during our March, 2021 meeting. The minutes are attached.

If you have engaged other community partners, describe who has been involved in developing this project and how they are involved.

Initially, we wrote to Constance Perenyi about our idea for a Neighborhood Mini-Grant project and our need to find someone experienced in cutting sheet metal for silhouette-type designs. She and Julie Berger, a former employee of Lake Forest Park, recommended Jocelyn speak with metal sculptor Rodger Squirrell of Lake Forest Park. Jocelyn did reach Rodger who was helpful in referring her to local metal worker colleague Keith Leggitt. Keith recommended waterjet cutting for our aluminum panels, mentioning a waterjet company on Vashon Island. We contacted them and several others to get estimates.

**If you are proposing an activity or event, specify: [N/A](#)**

Date: Click to enter date

Location Name: Click or tap here to enter text.

Location Address: Click or tap here to enter text.

Estimated Participation: Click or tap here to enter text.

Describe in detail how you plan to involve and reach out to your neighborhood's diversifying population. Click or tap here to enter text.

Describe in detail how you will make this event as environmentally sustainable as possible. Click or tap here to enter text.

If you are planning an event in a Shoreline park, you will need to submit an event request and relevant permits. Indicate if you have done this yet.

Yes  No

**If you are planning a physical improvement project, answer the following:**

Location (address):

City property paths in Hillwood: 198th Street N. Path, Greenwood Place N. Path, 5th Ave. NW cut-through paths at NW 200, and NW 196th.

Describe the site (Attach a map or site drawing if necessary to explain site)

A map is attached.

*Note that if this is not City property, the proposal must be reviewed and approved prior to submission of Mini-Grant application.*

If this is not City property, who owns it? [N/A](#)

Describe location and ownership of property: [Click or tap here to enter text](#)

If the project is on private property, what is the project's measurable benefit to the public?

[Click or tap here to enter text](#)

Will your project require on-going maintenance or repair? If so, how will it be provided?

*Note: If the Mini-Grant project has been installed on private property, or on property owned by another public entity, such as the School District, King County, or Seattle City Light, the applicant will be required to work with the property owner to develop and implement a maintenance plan.*

The installed artworks will require minimal if any maintenance unless they are vandalized. If there is damage to the artworks or the aluminum needs to be cleaned, and when foliage needs to be trimmed, members of the HNA Board will do this work.

If your project includes an event such an unveiling or celebration, give details here.

Indicate where, when, and who will be invited.

Once the artworks are installed, hopefully in October or at the latest November of 2021, HNA will hold an event featuring public walks along the paths with the young artists in attendance. Their designs will be celebrated as public artworks enhancing Hillwood's popular paths.

## **Timelines**

What is the proposed project start date: [Call for Artists outreach would begin in June, 2021](#)

Completion date: [No later than November, 2021](#)

**Project work plan** (*describe key project activities and when each will occur*)

| Activity   | Anticipated Start/Finish Dates |
|--|--------------------------------|
| <a href="#">Planning, R&amp;D</a>  | March-May 2021                 |
| <a href="#">Outreach to local art teachers*, Call for Artists follow</a> | May, 2021-Sept. 2021           |
| <a href="#">Call for Artists made public</a>                             | June, 2021                     |
| <a href="#">Submissions due</a>  | Early September, 2021          |
| <a href="#">Art selections juried</a>                                    | Mid September, 2021            |
| <a href="#">Final designs submitted to fabricator</a>                    | Early Oct, 2021                |
| <a href="#">Installation of artwork on paths in Hillwood</a>             | November, 2021                 |

\*Letter to art teachers is attached

**BUDGET - Anticipated items and budget required for project**

*Mini-Grant recipients have two different options for covering project expenses. Indicate below which you would prefer. There can be a mix of both options.*

**Option 1: Reimbursement**

Grant recipients will pay for all materials, supplies, and services approved in the grant. Recipients will then submit an invoice and receipts to the City of Shoreline for reimbursement. A current W-9 tax form for the neighborhood association must be on file. If the project coordinator or other volunteer requests reimbursement, the City requires a current W-9 form for them as well.

**Option 2: City Pays Vendors Directly**

In certain instances, the City can pay vendors directly. This must be arranged with the Neighborhoods Coordinator in advance.

In this grid, specify items/expenses that will be covered with Mini-Grant funding. Be sure to include estimated tax. *Note that if a vendor does not include tax on materials and supplies, the City will need to pay the tax and will deduct it from the grant amount funded.* [Figures include rounded numbers for costs of items or services plus estimated sales tax for King county.](#)

| <b>Item or Service to Be Purchased</b>   | <b>Vendor</b>                              | <b>Cost</b> | <b>Reimburse or City Pay?</b> |
|--|--|-------------|-------------------------------|
| Honoraria to youth artists   | [HNA debit account]                        | 800.00      | reimburse                     |
| Waterjet cutting of 8 panels   | Meadow Creature LLC<br>(metalcreature.com) | 1400.00     | City Pay                      |
| Installation materials: metal posts, pre-mixed concrete, black paint, drill bits, fasteners, paint brushes, gloves | Lowe's                                     | 350.00      | City Pay                      |
| Power post hole digger rental  | Aurora Rents                               | 85.00       | reimburse                     |
| Fuel and Vashon Island ferry fees for delivery of sign panels and pick up of completed, cut panels                 | Paul Lewing                                | 100.00      | reimburse                     |
| Printing of flyers and invitations to an autumn "unveiling" of the path artworks, map of sites                     | Aurora Prints                              | 165.00      | City Pay                      |
| Postage for special invitations  | USPS                                       | \$20        | reimburse                     |
| Professional photography for project documentation and publicity, unveiling event                                  | Hannah June Photography                    | 335.00      | City Pay                      |
| Unforeseen miscellaneous costs and/or necessary additions  |  | 500.00      | reimburse                     |

**REQUEST TOTAL** – Amount of funding requested from Mini-Grant: **\$3755.00**

Click to enter

**MATCH**

List how you will arrive at your 1:2 match for the project (\$1 of neighborhood contribution for every \$2 of city grant funding) e.g. in-kind services, donated materials or money, or volunteer labor. The value of volunteer labor is **\$33.02/hour** (most current Independent Sector data). Technical/professional services may be valued at market rate, with proof of market rate.

If using volunteers please describe specifically who you will recruit, how you have or will secure their participation in the project and their specific role(s) in this mini-grant project.

Our three committee members are fully committed and will be the primary volunteer participants in the project. HNA Board members will be invited to help with tasks if there is unanticipated work to be done. Board members will be asked to help publicize the project by word of mouth or other means at their disposal. The Board will also be acting as jurors for the submitted designs. If the Board chooses to hold a neighborhood vote on the final group of designs, the entire Hillwood neighborhood would participate in the selection of 8 final artworks.

| <b>Match Item</b>   | <b>Vendor/Source</b>  | <b>Estimated Value</b>                      |
|---|---|---|
| <b>Volunteer outreach communications with art teachers and social media platforms through project end. Volunteer labor for installations. Committee meetings.</b> | <b>Hannah Connaughton</b><br>(volunteer pay rate)                 | 20 hrs. @\$33.02 ph<br><br><b>\$660.40</b>  |
| <b>Volunteer research communications, writing of mini-grant application, committee meetings.</b>  | <b>Jocelyn Curry Asher</b><br>(volunteer pay rate)                | 30 hrs. @ \$33.02 ph<br><br><b>\$990.60</b> |
| <b>Volunteer contacting and communication with metal cutting services for estimates. Research and pricing for installation materials. Committee meetings.</b>     | <b>Paul Lewing</b><br>(volunteer pay rate)                        | 3 hrs. @ \$33.02<br><br><b>\$99.06</b>      |
| <b>Professional drawing and graphic design for bid proposal, project outreach to schools and social media, and 4 final artwork files for fabrication.</b>         | <b>Jocelyn Curry Asher</b><br>(professional skill volunteer rate) | 30 hrs. @ \$50 ph<br><br><b>\$1500.00</b>   |
| <b>Professional drawing conversion of 4 final</b>   | <b>Paul Lewing</b><br>(professional skill volunteer rate)         | 8 hrs. @ \$50 ph                            |

|   |   |   |
|---|---|---|
| artwork files for fabrication                                       |   | <b>\$400.00</b>                                 |
| HNA Board member input during monthly Board meetings March-November | Paul, Jocelyn, Hannah, and Boni Biery, Amy Huang, George Downs, Madeline Pepple, Gretchen Brookes | 1 hour each @ \$33.02 ph<br><br><b>\$264.16</b> |

**TOTAL** – estimated value of match: **\$6276.20**

**TOTAL PROJECT BUDGET** (grant request + match to be provided): **\$10,031.20**  
**Signed by Person Authorized to Sign Agreement between the City & Neighborhood Association**

**For electronic submission:**

**Name: Jocelyn Curry Asher    Date: May 24, 2021**

**For hardcopy:**

\_\_\_\_\_   
Print Name

\_\_\_\_\_   
Signature of Applicant (in blue ink)

\_\_\_\_\_   
Date

**Submit one original copy of Application to Neighborhood Coordinator, City of Shoreline, 17500 Midvale N., Shoreline, WA 98133; and send one electronic (unsigned) copy of application to [cperenyi@shorelinewa.gov](mailto:cperenyi@shorelinewa.gov)**

*For Office Use Only*

Date Approved:

Amount Approved: \$

Approved \_\_\_\_\_

Signature: \_\_\_\_\_

Comments: \_\_\_\_\_