

HAND Neighborhood Cleanup Grant Application Guidelines 2024

The City of Bloomington, Department of Housing and Neighborhood Development (HAND) invites neighborhood groups to apply for the Neighborhood Cleanup Grant. A neighborhood cleanup is an effective way to work together to instill pride in your property as well as your community.

Annually the HAND Department awards two Neighborhood Cleanup Grants to eligible neighborhood groups through a competitive application process. To be eligible to apply in 2024, your neighborhood must be located within the corporate boundaries of the City of Bloomington, and cannot have received a cleanup grant in either 2022 or 2023.

A key factor in putting together a winning application is having enough volunteers and good communication within the neighborhood to make the event successful. Demonstrate that your neighborhood is committed, motivated, and ready to work.

Organization of volunteers and participants is the responsibility of the neighborhood.

I. PROGRAM OVERVIEW

Prior to cleanup day

1. The neighborhood will identify a Neighborhood Cleanup Coordinator to act as the primary contact person with HAND for purposes of facilitating every step of the grant process.
2. The Neighborhood Cleanup Coordinator will recruit enough volunteers to cover the Cleanup from 8:30 a.m. to 2:00 p.m. This includes:
 - a. collection site volunteers to help with offloading items from vehicles to collection receptacles, and
 - b. pick up volunteers willing to use their personal trucks and/or trailers to drive through the neighborhood and collect items from neighbors in need of assistance.
3. The Neighborhood Cleanup Coordinator submits a cleanup application, on which first and second preferred cleanup dates (from the five available options) are indicated.
4. If your neighborhood is awarded a cleanup grant, you will be notified on which of these two dates your cleanup is scheduled. *Assignments are made based upon the order in which applications are received.*
5. The Neighborhood Cleanup Coordinator will meet with HAND staff for a neighborhood walk-through to discuss logistics, potential collection sites, and areas and properties that need to be addressed.

6. The Neighborhood Cleanup Coordinator will gather t-shirt sizes from all volunteers and provide this information to HAND staff, who will arrange for Cleanup t-shirts to be delivered to the neighborhood for distribution prior to the Cleanup.
7. HAND staff will arrange all logistics to provide for removal of trash, recycling, tires, scrap metal, hazardous materials, electronics, and brush/limbs from the neighborhood.

Day of the cleanup

1. HAND staff arrive at the staging site by 8:15 a.m. to set up. HAND staff will be present for the duration of the Cleanup.
2. At 8:30 a.m. ALL volunteers (regardless of the time of their shift) will meet at the staging site for a mandatory meeting with HAND staff, at which time they will be required to sign a [Waiver, Release, and Hold Harmless Agreement](#). HAND will also provide each volunteer with a pair of work gloves. Volunteers should arrive for their shift wearing their official Cleanup t-shirt and work gloves.
3. The Neighborhood Cleanup Coordinator must be present for the entire duration of the Cleanup, from 8:30 a.m. to 2:00 p.m.
4. At least two collection site volunteers must be on staff at all times.
5. All items for disposal must be brought to the staging site.
6. Volunteers will conduct a detailed final site cleanup after the Neighborhood Cleanup is complete to ensure the entire area is cleared of all materials and debris.

II. TIMELINE

Application deadline: Monday, March 4, 2024, 5:00 p.m.

Notification of grant awards: Monday, March 11, 2024

Cleanups take place on Saturdays from 9:00 a.m. to 1:00 p.m. The following Saturdays in 2024 are available to schedule a Neighborhood Cleanup:

- April 13
- April 27
- May 11
- May 18
- June 1

III. ELIGIBILITY

Applications will be accepted from neighborhood-based organizations located within the corporate boundaries of the city of Bloomington, and who have not received a Neighborhood Cleanup Grant in the past two years (2022 or 2023).

IV. APPLICATION EVALUATION CRITERIA

HAND staff will evaluate applications and make all final decisions based on the following criteria:

1. Neighborhood submitting the cleanup application meets eligibility requirements.

2. All parts of the application are complete.
3. Neighborhood's overall plan is well developed and attainable.
4. Promotional plan is well developed. All neighbors are informed in a timely manner. Efforts are being made to promote wide participation and good neighbor relations.
5. There is demonstrated benefit to the entire neighborhood.
6. *An adequate number of volunteers have been secured, and a completed Cleanup Volunteer Commitment Form is included with the application.*
7. Additional consideration is given to those neighborhoods that: (a) accommodate neighbors who are unable to deliver items to the cleanup site, and (b) plan a neighborhood-wide social event following the cleanup.

V. APPLICATION—due by 5:00 p.m. on Monday, March 4, 2024

Please complete all portions of the application. In order to submit the application you will need a Google account. This will allow you to upload files, receive a copy of your application, and edit your application after submission. Upon submission of the application form, you will receive an email containing a copy of your application. At the top of this email there will be an "edit submission" button. If you need to make changes, you may do so by following that link.

Please remember that your ability to secure your preferred cleanup date may be affected by the order in which completed applications are received.

BEFORE YOU BEGIN to fill out the application form, please read the application in its entirety. At the end of the form you will be asked to upload a completed Cleanup Volunteer Commitment Form and an Attestation of Neighborhood Inclusivity. ***Please have these documents prepared and available to upload before you begin to complete the application form.***

For application assistance, please contact Angela Van Rooy at 812-349-3505 or angela.vanrooy@bloomington.in.gov.

[2024 Neighborhood Cleanup Grant Application](#)

[Cleanup Volunteer Commitment Form](#)

[Attestation of Neighborhood Inclusivity](#)

DISCLAIMERS

- The City of Bloomington will not be responsible for any damage to personal property or vehicles belonging to cleanup volunteers or participants.
- Event organizers and HAND staff have complete authority to reject commercial loads or those originating outside the sponsoring neighborhood. ***The cleanup is intended for the benefit of the grantee neighborhood only, and should not be advertised outside the neighborhood.***
- HAND staff have the right to close a cleanup site due to severe weather.