



## Neighborhood Storage Beautification Grant

- Eligibility
- Criteria
- Application
- Checklist

Please read instructions thoroughly before completing the Grant application. Use checklist to verify that all required documentation is included. Application must be signed and dated. Incomplete applications will not be considered for funding.

**For any questions, contact:**

Neighborhood Storage  
2441 NE 3<sup>rd</sup> St. Suite 201  
Ocala, FL 34470  
(352) 629-6101  
[BrittneyJ@NeighborhoodStorage.com](mailto:BrittneyJ@NeighborhoodStorage.com)

# PURPOSE

The Neighborhood Storage Beautification Grant is available to Homeowners' Associations in the Marion County area to be used in executing neighborhood beautification projects. HOA's may apply for a matching grant of up to \$1,000 aimed at enhancing the visual appearance of the HOA community.

\*Applications may be obtained from [NeighborhoodStorage.com](http://NeighborhoodStorage.com)

**Grant Application Deadline:** Tuesday, April 30, 2019

**Project Completion Date Requirement:** 90 days

# ELIGIBILITY

**Eligible Projects Include (but are not limited to):**

- Landscape Improvements
- Exterior Paint, Awnings, Signage (Welcome Signage)
- Exterior Lighting
- Irrigation
- Cosmetic Repairs
- Traffic Islands

**Ineligible Projects Include (but are not limited to):**

- Sidewalk Construction
- Traffic Calming Devices
- Staff for Project Management
- Projects Already Underway
- HOA Regular Budget
- Maintenance Costs
- Reimbursement for purchases made prior to executing an application and agreement

# CRITERIA

- The property must not have any outstanding liens or Code Enforcement violations.
- Marion County Property Appraisers Office must show that property taxes are paid up-to-date
- Applicant must provide before and after photos of improvements made with Grant
- Applicants must provide plans for project

# PROCEDURE

• Completed application and attached documents are to be submitted to Neighborhood Storage. E-mail application with all attachments to:

**[BrittneyJ@NeighborhoodStorage.com](mailto:BrittneyJ@NeighborhoodStorage.com)**

**ATTN: Neighborhood Storage Beautification Grant**

• Application will be reviewed for consistency with Program criteria. Applicant will be notified if their Grant Application was approved and a Grant Agreement will then be issued. Once the application is approved and the Agreement signed, HOA's have 90 days to complete the Project. Grant award match will be distributed after documentation of Project completion is provided.



HOA Beautification Grant  
APPLICATION

Total Amount of Funds Requested: \$ \_\_\_\_\_

Applicant Contact Name: \_\_\_\_\_

Organization Name/Community: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Property Address: \_\_\_\_\_

\_\_\_\_\_

Description of proposed improvements (please include photos of improvement area, drawings, and any other information that would be helpful in describing the proposed Project):

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\_\_\_\_\_

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## DOCUMENTATION REQUIRED

Applicants shall complete the Application form in its entirety and provide one (1) original copy of each of the documents listed below. Incomplete Applications and/or failure to provide the required documentation may result in a rejection of the application. Please complete the checklist below to help insure that the Application is completed.

- Complete description of all planned improvements (typed or printed)
- Photos of improvement area, drawings, and any other information that would be helpful in describing the proposed project.
- Photos of Existing Conditions
- Evidence (such as a letter from your bank) of available funds provided by the HOA/HOA Community to pay for the rehabilitation/improvements.
- Estimate/quotes/bids for all costs associated with the Project
- Proof of HOA (Minutes, Board Signatures & Addresses)  
**\*MUST BE NOTARIZED**
- Proof that the land where project will be performed is common land inhabited by the HOA
- Proof of Insurance Coverage
- Completed Application
- Signature and Date on Application

## Terms and Conditions

1. GRANT DESCRIPTION AND PERIOD: The Neighborhood Storage HOA Neighborhood Beautification Grant is available to HOA communities in Marion County, Florida. The grant matches up to \$1,000 aimed at improving visual appearance of a neighborhood. Grant application cycle begins **February 1, 2019** and the application deadline to apply is **April 30, 2019**. Entries become sole property of Neighborhood Storage Center Co., the Sponsor, and will not be returned.
2. TERMS OF ENTRY: To apply for the Neighborhood Storage Beautification Grant applicants must complete all of the following:
  1. Complete the Grant Application form in its entirety
  2. Provide description of all proposed improvements (include pictures, drawings, and any information helpful in describing the intended project/improvements)
  3. Provide photos of existing conditions
  4. Provide photos of improvement area, drawings, and any other information that would be helpful in describing the proposed project
  5. Provide documents of evidence associated with project costs
  6. Sign and Date
  7. Attach all required documents (detailed within the application packet)
  8. Then e-mail to the following address:  
[BrittneyJ@NeighborhoodStorage.com](mailto:BrittneyJ@NeighborhoodStorage.com)  
ATTN: Neighborhood Storage Beautification Grant

Applications received by April 30, 2019 will be considered. Applications will be reviewed for consistency with the Program criteria. Applicant will be notified if their Grant Application was approved and a Grant Agreement will then be issued. Once the Application is approved and the agreement signed, HOA's have 90 days to complete the Project. Grant award will be distributed after documentation of project completion is provided.

\*Applicants must be Homeowners Associations located in Marion County, Florida. Three (3) Applications will be chosen. Recipients will be contacted within one week of Application selection. Recipients will also be announced on Neighborhood Storage social media accounts.

3. RECIPIENT SELECTION: All applications meeting the criteria will be considered for the HOA Neighborhood Beautification Grant. After the final day of the entry period, three (3) Applications will be selected.
4. AWARD: A maximum of three (3) Grants will be awarded. The Grant entails up to a \$1,000 dollar-for-dollar match. This is a 50% matching grant. Therefore, if the applicant's total project cost is \$2,000, Neighborhood Storage will reimburse the HOA \$1,000. The Grant award will be distributed after documentation of project completion is provided. No substitution or assignment of prize permitted. Winner will be issued IRS Form 1099. All federal, state and local taxes are sole responsibility of recipient. All federal, state, and local laws and regulations apply.
5. RECIPIENT NOTIFICATION: Recipient will be notified by email within one (1) week of the close of the Grant program. After exhausting all options, any recipient unable to be contacted, notification returned as undeliverable without a forwarding address, or failure to respond within three (3) business

days will result in forfeiture and an alternate recipient may be selected at Sponsor's discretion. By applying for the Grant and/or accepting the Grant, applicants grant permission to Sponsor and its agencies to use recipient's name(s) and/or likeness, photo(s) for purposes of advertising/trade, including right to own, reproduce, alter, amend, edit, publish, and use photo(s), without further compensation to entrant, unless prohibited by law. Following the Grant Application approval, a Grant Agreement will be issued.

6. REIMBURSEMENT PROCESS: Upon full completion of the improvements, HOA should provide copies of all receipts for the improvements listed on the initial Application. Itemized receipts must clearly demonstrate that the contractors and/or suppliers have been paid in full by the applicant. Each receipt must clearly cite the applicant as the payor. If the Applicant's name is not listed on the receipt as such, any costs contained therein will not be reimbursed. Additional improvements not approved as part of the original application will not be reimbursed. Property owner must provide copies of all applicable permits and completed inspection reports obtained for improvements when submitting receipts. Reimbursement will be processed once the Neighborhood Storage Beautification Grant Agreement is signed, project is completed, and proof of payment has been received. Any documentation submitted by the Applicant becomes public record and will be kept on file with Neighborhood Storage.

\*All copies of receipts, permits, inspection reports, releases and photos must be submitted at the same time. Only one (1) reimbursement check will be processed. There will be no partial reimbursements. Reimbursement will be based on proof of purchase for materials and/or invoices from a vendor. If the actual project costs exceed the amount on the Grant Agreement, the applicant must pay the difference. If the actual project cost is less than the amount on the Grant Agreement, Neighborhood Storage will only reimburse for half of the actual costs incurred, up to \$1,000.

7. CONDUCT: By applying for the Grant, applicants agree to be bound by these Terms and Conditions and the decisions of the Sponsor shall be final and binding in all respects. Failure to comply with these Terms and Conditions may result in disqualification. CAUTION: ANY ATTEMPT BY A USER OR ENTRANT OR ANY OTHER INDIVIDUAL TO DELIBERATELY DAMAGE ANY WEBSITE OR UNDERMINE THE LEGITIMATE OPERATION OF THE GRANT PROGRAM IS A VIOLATION OF CRIMINAL AND CIVIL LAWS AND SHOULD SUCH AN ATTEMPT BE MADE, SPONSOR RESERVES THE RIGHT TO SEEK DAMAGES AND COSTS (INCLUDING WITHOUT LIMITATION, ATTORNEY'S FEES) FROM ANY SUCH PERSON TO THE FULLEST EXTENT PERMITTED BY LAW.

8. LIMITATIONS OF LIABILITY: Neighborhood Storage Center Co. assumes no responsibility or liability for (a) any incorrect or inaccurate entry information, or for any faulty, failed, garbled, or jumbled electronic data transmissions; (b) any unauthorized access to, or theft, destruction or alteration of entries at any point in the operation of this Grant; (any technical malfunction, failure, error, omission, interruption, deletion, defect, delay in operation or communications line failure, regardless of cause, with regard to any equipment, systems, networks, lines, satellites, servers, computers or providers utilized in any aspect of the operation of the Grant); (c) inaccessibility or unavailability of the Internet or any combination thereof, or; (d) any injury or damage to participant's or to any other person's computer which may be related to or resulting from any attempt to participate in the Grant or download any materials in the Grant. If, for any reason, the Grant is not capable of running as planned for reasons which may include without limitation, infection by computer virus, bugs, tampering, unauthorized intervention, fraud, technical failures, or any other causes which may corrupt or affect the administration, security, fairness, integrity or proper conduct of this Grant, then Sponsor reserves the right at its sole discretion to cancel, terminate, modify or suspend the Grant in whole or in part.

9. GENERAL RULES: Officers, directors and employees of Neighborhood Storage Center Co., and each of their respective parents, subsidiaries and affiliated companies, advertising, promotional and judging agencies, persons engaged in the development, production or distribution of materials for this Grant and the immediate family members (parent, child, sibling, and spouse of each) of and/or persons living in the same household as such individuals (whether related or not) are not eligible to submit entries. This Grant is void where prohibited by law. By accepting Grant, recipient agrees to hold the foregoing entities, their respective directors, officers, employees and assigns, harmless against any and all claims and liability arising out of this grant and use of the funds. Recipient assumes all liability for any injury or damage caused, or claimed to be caused, by applying for the grant or use/redemption of any funding. Entrants agree to be bound by the Official Rules. Applications containing material submitted to other Grant(s) or previously published or subject to proprietary rights of third party(s) will be disqualified.

10. ADDITIONAL GRANT TERMS: By applying to this Grant, and to the extent allowed by law, entrants grant Neighborhood Storage Center Co., and each of their affiliates, licensees, promotional partners, and third party marketing entities the absolute right and permission to edit, modify, cut, rearrange, add to, delete from, copy, reproduce, translate, dub, adapt, publish, exploit, and use the content of and elements embodied in the entries, in perpetuity in any and all media, including but not limited to digital and electronic media, computer, audio and audiovisual media (whether now existing or hereafter devised), in any language, throughout the world, and in any manner, for trade, advertising, promotional, commercial, or any other purposes without further review, notice, approval, consideration, or compensation.

11. SPONSOR: Neighborhood Storage Center Co. 1107 E Silver Springs Blvd, Ocala, FL 34470.