



Love Your Block Grant Application



Applications are due no later than 5 p.m. on Friday, January 12, 2018. Applications may be submitted online to andi.crawford@lansingmi.gov or by mail: Neighborhood Resource Coordinator, 600 W. Maple, Lansing, MI 48906. Grant amounts will be up to \$5,000 each.

Contact Name:	Michael Prohaska
Group:	Moores Park Neighborhood Organization (MPNO)
Phone Number:	517-420-0708
Email address:	president@mooresparkneighborhood.com
Mailing address:	P.O. Box 13044, Lansing, MI 48901
Project Title:	Parks for Pets and Players
Estimated Start and Completion Dates:	June 1, 2018 to September 1, 2018
Output Area (circle one or more)	<input checked="" type="checkbox"/> Clean Up <input checked="" type="checkbox"/> Community Engagement <input type="checkbox"/> Creation of Public Space <input checked="" type="checkbox"/> Beautification

Budget (10 points)

Fiduciary for Project (if applicable) _____

Line Item	Amount
Professional Services	\$ 150
Supplies/Materials	\$ 4,000
Printing/Copying	\$ 50
Permits	\$ 0
Digital Event Ads	\$ 50
Other _____	\$ NA
Other _____	\$ NA
TOTAL	\$ 4,250

Project Description and Impact (20 points) Include details of the project, how will you use funds, etc.

4-6 Sentences

Parks for Pets and Players is an attempt by the community of Moores Park Neighborhood to increase the accessibility and enjoyment of Moores Park and the Lansing River Trail (LRT) for Lansing residents. Funds for a series of low-cost but high-impact improvements are being requested to accelerate these changes including:

- Installation of an outdoor bulletin board at the start of the LRT with a park map and Lansing River Trail map highlighting key locations including downtown, REO Town, Potter Park Zoo.
- Permanent aluminum player's benches at three of the basketball courts (2 new courts as of winter 2017). All courts currently have no seating.
- Two new permanent waste bins will be installed at the basketball courts and trail start.
- Pet waste stations with waste bags at park entrances or the Lansing River Trail near existing waste bins.

Volunteer Engagement (20 points) Tell us your plan to gain/use volunteers, specifically your neighbors, to help on the project.

3-5 Sentences

Over the past three years MPNO has consistently increased the number of volunteers for projects and neighborhood events through improvement of social networking and outreach to other community organizations. Continuing in this tradition MPNO will reach out to Friends of Lansing Regional Trails, Friends of Moores Park, Lansing Bike Party, and other organizations who may be interested in participating in park improvements. We will also coordinate works with paper fliers, online social media advertising, MPNO regular meetings and events, and through our webpage at mooresparkneighborhood.com. We will also work with neighborhood watch participants and other local groups to spread activity schedules and new park features as they develop.

As part of this grant process MPNO discussed grant opinions on our social media page and in person with 15 neighbors actively participating (replying or providing comments).

Past Experience and Capacity of Group (15 points) Have you ever completed a project similar to this one before? What is the ability of the group to complete such project?

2-5 Sentences

MPNO has completed several minor and moderate sized projects in the past including projects utilizing Love Your Block Funds. Previous projects include a brick welcome sign to Moores Park neighborhood, community tree and flower plantings, and new soccer net installations in Moores Park, park clean-ups, and wayfinding signs. We also regularly host neighborhood events which are co-hosted with neighbors including free spring egg hunts, park movie nights, carnivals in the park, and fall pumpkin paintings.

Sustainability (15 points) What is the expected life of the project? Who will maintain it if required?

1-3 Sentences

With the potential for organizational and community involvement changes in mind MPNO has targeted projects which have long anticipated service lives. Further, project materials selected are durable and have a history of use in public spaces. Some of these anticipated service lives include:

- Outdoor bulletin board – 50 year warranty from manufacturer
- Aluminum players benches – 25 year anticipated service life minimum based on materials
- Permanent waste bins – 20-25 year anticipated service life minimum based on materials
- Pet waste stations – 10 year anticipated service life minimum based on materials

MPNO has worked with Parks and Recreation (P&R) to provide general maintenance for past projects and Brett Kaschinske, Director of Lansing Parks and Recreation has stated his support for this project.

Tracking Outputs (10 points) How will you measure the outcomes of your project?

Quantitatively MPNO will measure the outcomes of the projects this year by recording continued and new participants in project related activities as well as total number of participants and reaching out after before and after each project step to track feedback. We will also generate project specific questions to include in our annual neighbor survey which is provided to all addresses within the MPNO's boundary.

Qualitatively MPNO will ask neighbors to report their general park perceptions after these projects are complete and compare these perceptions to previous annual survey results. This will be combined with the request for neighbors to submit photos or let us know when they see new park features being utilized.

Project Outcomes (10 points) Describe the desired outcomes of your project.

As an organization we desire to see this project increase the accessibility and enjoyment of Moores Park and the LRT. This includes the increased use of the park, its facilities, and the Lansing River Trail. We desire to encourage the use of the LRT as a mode of travel for residents to nearby locations and to improve overall neighborhood health and well-being through outdoor activities. Further, we desire to increased ownership of public spaces through community involvement in these projects.

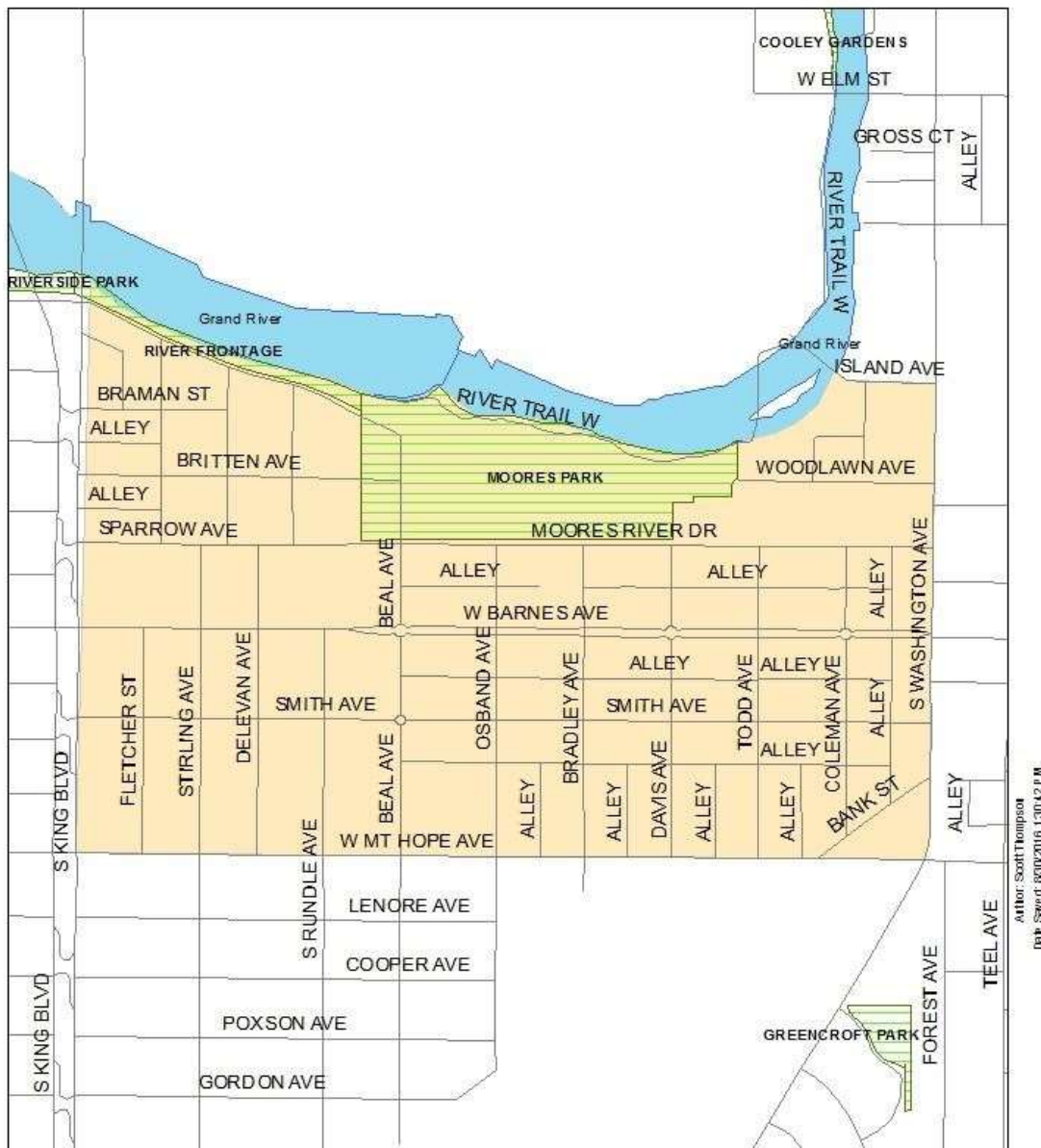
Required Attachments

1. Map of proposed project area & surrounding neighborhood
2. Project timeline
3. Proof of Liability Coverage
4. List of project leads and project volunteers
5. List of community partners and commitments—Letters of support strongly recommended
6. List of additional project resources
7. Brief history of group including mission and vision or bylaws if applicable
8. Site Plan

1. Map of proposed project area & surrounding neighborhood.

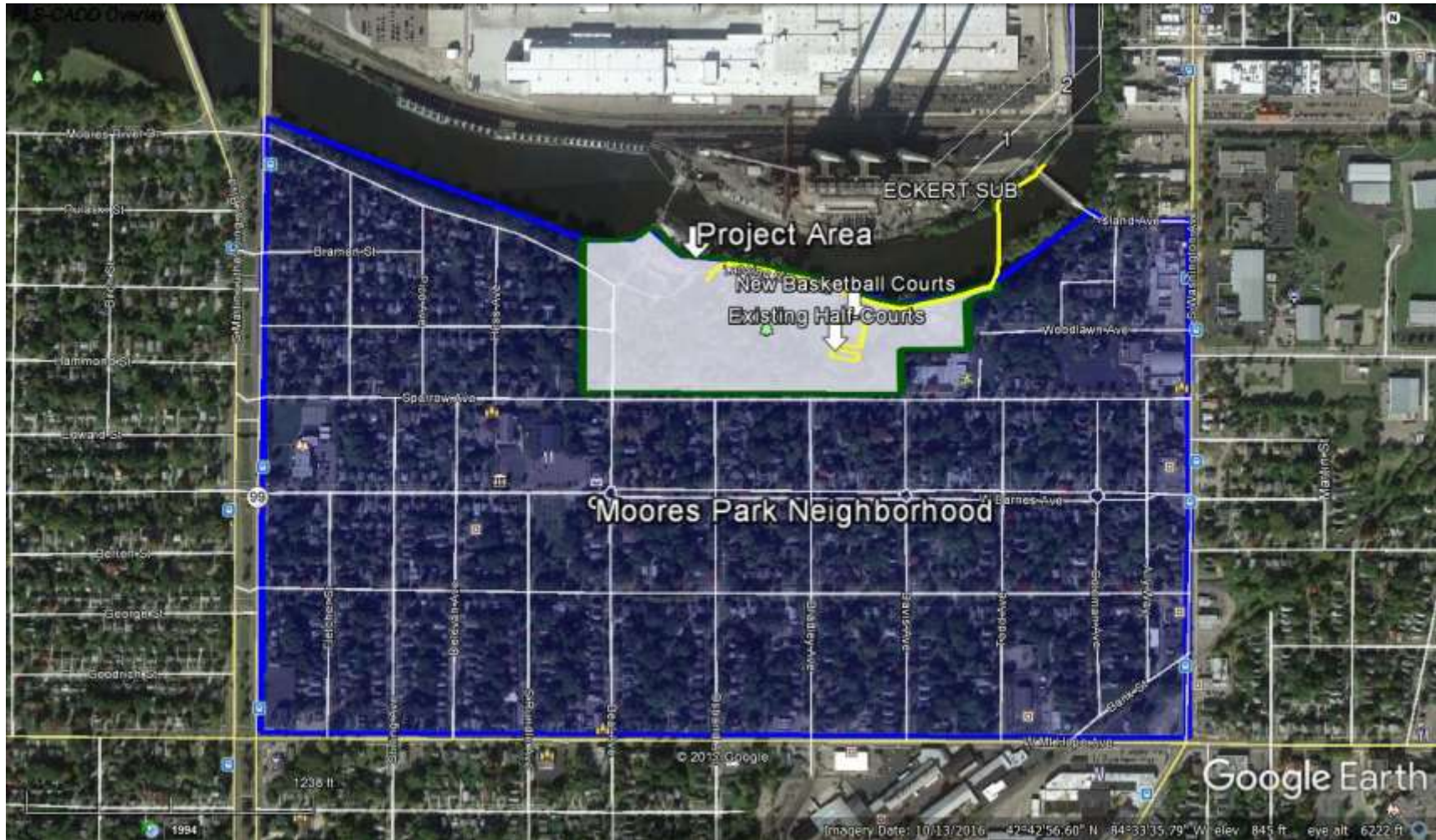
Moore's Park Neighborhood Organization's (MPNO's) Historical Area

Moore's Park Neighborhood Organization Neighborhood Boundaries



MPNO - Love Your Block Grant Application – Attachments
“Parks for Pets and Players”

MPNO’s Historical Area Relative to Project Area



MPNO - Love Your Block Grant Application – Attachments
“Parks for Pets and Players”

2. Project timeline

September 13, 2017 – Potential project discussion at MPNO regular meeting.

November 15, 2017 – Project proposals drafted.

November 30, 2017 – Project proposals posted on MPNO facebook page and group for discussion and comments (382 members in group).

December 7, 2017 – In person meeting to discuss revised project proposals and select a final project series.

December 13, 2017 – Project outlined and emailed to Lansing Parks and Recreation for review/comment.

December, 2017 – Project revised and finalized.

January 11, 2018 – Brett Kaschinske, Director of Lansing Parks and Recreation, emails support of all proposed projects.

January 12, 2018 – Project submitted.

January – February, 2018 – Finalize material and vendor selection.

February – March, 2018 – Advertise projects and enroll volunteers to take ownership. Revise designs for park and Lansing River Trail maps.

March 14, 2018 – First MPNO meeting of 2018. Focused on grant “ownership” and final group divisions for grant progression.

April – July, 2018 – First weekend of each month is anticipated as a community development and work weekend. Moores Park residents are welcomed to work on selected projects and participate in other MPNO community events.

August, 2018 – All projects are installed and finalized and majority of reporting completed and ready for submission.

September, 2018 – Projects are officially revealed at MPNO Porchfest in the park. Our third annual Porchfest event. Final report and participants reported.

Italics denotes completed events.

3. Proof of Liability Coverage

Not applicable.

4. List of project leads and project volunteers

For MPNO events, project leads are composed of the MPNO officers and MPNO Events Sub-Committee. MPNO advertises all events throughout the year and does not keep an active list of project-specific volunteers unless they have requested to be on a committee. We currently send notices to our facebook page, 502 followers, our facebook group, 382 members, our email list, 118 recipients, and through an annual newsletter to all addresses within the Moores Park Neighborhood. MPNO also utilized paid facebook and social media advertisements to increase event interest.

Our current Executive Board and Events Sub-Committee are as follows:

Executive Board

Michael Prohaska – President
Matthias Bell – Vice President
Dave Potts – Treasurer
Jonah Magar – Secretary

Events Sub-Committee

Lindsay Gluf Magar – Committee Chair
Kyle Holsinger-Johnson – Member
Amanda Defrees – Member
Shannon Nobles – Member
Natalie Molnar – Member

5. List of community partners and commitments

Currently, MPNO is discussing partnering to complete project specific tasks in regard to generating a easily readable Lansing River Trail map with the Friends of Lansing Regional Trails. MPNO intends to approach Friends of Moores Park, Lansing Bike Party, and other community groups dependent on the success of this and other grant applications. MPNO is also working to generate interest in a sister-project to record Google Street View footage of the Lansing River Trail water trail system through the Google Street View Camera Loan program. This sister-program will compliment the project proposed in this grant request and attempt to increase park and trail utilization. However, at this time MPNO has not received a set commitment for this participation.

Parks and Recreation Director Brett Kaschinske has provided an emailed statement of support for this project but was unable to provide a letter of support prior to submission of this grant request.

6. Additional project resources

Please see the following table with prices and price reference sources.

2018 Love Your Block Grant Request		
Parks for Pets and Players		
Item	Requested Funds	Notes
Professional Services - Sign Printing	\$ 150.00	Price estimated.
Outdoor Bulletin Board (50 Yr Warranty - 28x42")	\$ 1,153.47	Price based comparison of prices; lowest price with warranty found at displays4sale.com. 50 year guarantee on products. Free shipping.
Aluminum Players Bench (12') (x 3)	\$ 804.57	Free Shipping; Epic Sports NRS Surface mount benches without backrest.
Permanent Trail Waste Bins (x2)	\$ 1,722.00	Shipping cost currently unknown - trashcanwarehouse.com. Style is streetscape classic with rain hood to match existing container near pool.
Pet Waste Stations (x2)	\$ 239.98	All hardware included and a direct bury system. Dogwastedepot.com
Waste Station Bags (x2)	\$ 79.98	Shipping free with hardware too.
Digital Event Advertisements	\$ 50.00	Price estimated.
Paper Event Advertisements	\$ 50.00	Price estimated.

MPNO - Love Your Block Grant Application – Attachments
“Parks for Pets and Players”

Image of Bulletin Board



Image of Player’s Bench



MPNO - Love Your Block Grant Application – Attachments
“Parks for Pets and Players”

Image of Trail Waste Bins



Image of Pet Waste Stations

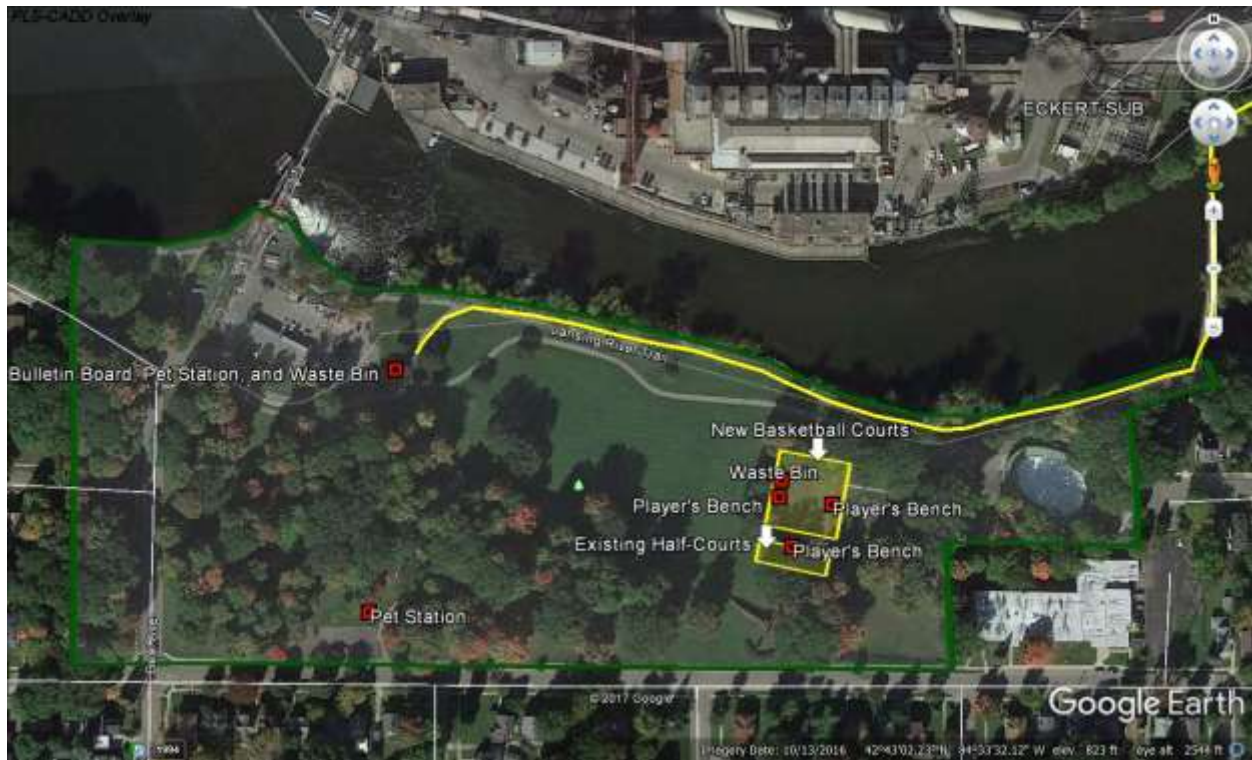


7. Brief history of group including mission and vision or bylaws.

Please see the MPNO bylaws attached at the end of this package.

8. Site Plan

The entirety of this proposed project takes place within the boundaries of Moores Park.



Moores Park Neighborhood Organization Bylaws

Adopted October 8, 2014

Article I. Name

The name of the organization is the Moores Park Neighborhood Organization (MPNO)

Article II. Purpose

The purpose of the organization is:

- a. To build, enhance, and promote our community by supporting and initiating activities beneficial to the neighborhood.
- b. To establish communication links among MPNO residents and act as a liaison that works cooperatively with the businesses, government agencies, institutions, schools, and neighborhoods in and around our neighborhood on common concerns.
- c. To encourage and facilitate participation in all issues affecting our neighborhood and the welfare of MPNO residents including health, land zoning, public safety, and street improvement.

Article III. Membership

Section 1. Members. Members are any persons 18 years of age or older who reside and/or own property within the Moores Park Neighborhood.

Section 2. Boundaries. The Moores Park Neighborhood of Lansing boundaries are:

North: Southern banks of the Grand River up to and including Island Ave.
West: Eastern side of S. Martin Luther King Jr. Blvd.
South: Northern side of W. Mt. Hope Ave.
East: Western side of S. Washington Ave.

See attached map.

Section 3. Voting. Members are entitled to vote at any meeting that they attend. Non-members are welcome to attend meetings to express their interest in the neighborhood.

Article IV. Executive Committee, Officers, and Duties

Section 1. Executive Committee. The organization is managed by the Executive Committee. The Executive Committee consists of at most four (4) officers and is elected by the members of the organization.

Section 2. Officers. The Executive Committee is comprised of the following officers:

1. President
2. Vice-President
3. Treasurer
4. Secretary

Section 3. Nomination and Election of Officers and Terms. Candidates are nominated in May and are elected by majority vote at the June meeting of the membership. New officers are installed in September and will serve for one year. They may be re-elected at the June membership meeting.

Section 4. Vacancy. If an officer position is vacated for any reason, a majority of the remaining officers may select a person to serve as a replacement or may choose to leave the position vacant until the June meeting. The Executive Committee may designate candidates to recommend to the membership at the May meeting and additional persons may be nominated at the May meeting.

Section 5. Removal. If an officer is unable to serve or is absent from three consecutive meetings, the Executive Committee may declare the position vacant after giving the officer at least 30 days written notice of its intent to do so.

Section 6. Duties of Officers. The duties of the officers are as follows:

1. The **President** presides at meetings, serves as the point of contact for the organization, ensures that the business of the organization is conducted in a timely manner, monitors progress of committees, and assists in any other board work/responsibilities as needed. In addition, the President chairs the communications committee and may belong to one other committee.
2. The **Vice- President** presides in place of the President if the President is unable to fulfill his/her duties, helps the President monitor progress of committees and assists in any other board work/responsibilities as needed. In addition, the Vice-President chairs at least one committee and may belong to one other committee.
3. The **Treasurer** manages all funds for the organization; collects, disburses, and makes monthly reports of all funds collected.
4. The **Secretary** sends monthly meeting reminders to Executive Committee members and calls for agenda items, posts meeting announcements, prepares and disseminates agenda at the direction of the President, takes minutes, and

serves as the archivist for the MPNO, holding all important official documents and filings.

5. No officer shall have any power or authority to bind the organization by any contract or engagement, to pledge its credit, or to render it liable pecuniarily for any purpose or in any amount.

6. No officer shall have any power or authority to make a political endorsement on behalf of MPNO.

Section 7. Other Committees. The Executive Committee may create other committees as it requires and provide an updated list at the June meeting. The President may appoint the members and designate the chairperson of each committee. Each chairperson reports to the President.

See attached list.

Article V. Meetings of Members

Section 1. Regular Meetings. Regular meetings will be held on the second Wednesday of each month except in August and December, at a place specified by the Executive Committee. Dates, times, and locations will be scheduled annually if possible, and notice of meetings will be given to reach a majority of members.

Section 2. Annual Meeting. The annual meeting will be held during June of each year. The annual meeting will include an election of officers in the Executive Committee for the following year and cover any other matters determined by the membership.

Section 3. Special or Non-Regular Meetings. A special meeting may be called by the President or other Executive Committee member at any time provided notice is given 3 days prior.

Section 4. Voting and Procedures. At any meeting, a majority of those present can decide any matter. Each member present may cast one vote; no votes may be cast by proxy. Meetings will be conducted in accordance with the Robert's Rules of Order.

Section 5. Etiquette. Behavior during any meeting shall not impede the orderly conduct of that meeting. During any meeting the presiding officer will not permit a personally abusive attack upon any person. Persons in attendance will not make any slanderous, disrespectful, or profane remarks including the utterance of threatening or abusive language. Questions and comments by members and guests may be restricted to a time limit determined by the presiding officer.

Section 6. Minutes. Minutes are to be maintained by the secretary with respect to all regular and special meetings. If the secretary is unavailable to attend any meeting, the

presiding officer will appoint an alternate to act as secretary. Meeting minutes and supporting documents are to be sent to the membership within a week after meeting.

Section 7. Adjourned Meetings. All meetings must be adjourned by a vote of the majority of the members present.

Article VI. Finance

Section 1. Acceptance of Funds. Grants, donations, bequests, and other funds may be accepted. The MPNO minimally applies, prepares, and files for grants from the City of Lansing and the Mayor's Grants. The organization may seek out grants to match existing MPNO activities or projects in which the organization would like to engage.

Section 2. Depository Accounts. All funds of the organization shall be placed in such depository or investment accounts as the Executive Committee may designate. MPNO checks must be signed by persons authorized as signatories by resolution of the Executive Committee.

Section 3. Management of Funds. The Treasurer is the principal custodian of all funds and sees that accurate books of account are maintained, ensures compliance with government tax, reporting, and other requirements, and provides the Executive Committee with financial reports and statements as requested. All financial records will be open to inspection by any officer or member.

Section 4. Payments to Officers or Members. There shall be no compensation for serving as an officer or being a member. Members may be compensated for services provided to the organization as approved by prior vote of the majority. Members may be reimbursed for approved expenses incurred on behalf of MPNO.

Section 5. Fiscal Year. The financial records and reports of the organization shall be based on a fiscal year ending December 31.

Article VII. Amendment of Bylaws

Section 1. Amendments. The bylaws may be amended by vote of a majority of the members present at any meeting, provided notice of the intent to amend is provided to members at least 20 days before the meeting, including at least a fair summary of the intended amendment.