**Safe and Clean Application Template updated 04/04/2024**

Please read the [updated guidelines](https://www.keepcincinnatibeautiful.org/_files/ugd/528922_108db5225e274cb88650b533af44f070.pdf) before submitting your application. You can type your answers in this document, and copy and paste your responses into the Submittable Application. Please note that Submittable doesn’t autosave, you will need to scroll to the bottom of the page and hit “save”.  [The budget worksheet](https://www.keepcincinnatibeautiful.org/safe-and-clean) is on our website to fill out and attach. You can apply via [Submittable](https://keepcincinnatibeautiful.submittable.com/submit), applications will be available 30 days before the deadline. Please reach out to Ty Wesselkamper (ty@keepcincinnatibeautiful.org) for questions.

**Initial Form Name\***

Add Submission Name Field

Add Submission Fee

**Submission Name**

**Name of organization & Project(if applicable) \***

*The answer to this question will be used as the unique identifier for each submission.*

### **Please note that applications do not autosave, you must scroll down to the bottom of the form and hit save.**

**Name of Applicant Organization or Group\***

Limit: 100 characters

**Is your organization using a fiscal agent for this application?\***

Yes

No

**Name of Fiscal Agent Organization\***

Limit: 100 characters

**Fiscal Agent Address\***

Address

Address Line 2 (optional)

City

State, Province, or Region

Zip or Postal Code

**Fiscal Agent Primary Contact\***

First Name

Last Name

**Fiscal Agent Phone Number\***

**Fiscal Agent Email\***

**Annual Operating Budget\***

Limit: 100 characters

If using a fiscal agent, please list the annual operating budget of the applicant organization and not the fiscal agent.

**Organization Address\***

Address

Address Line 2 (optional)

City

State, Province, or Region

Zip or Postal Code

**Primary Contact\***

First Name

Last Name

**Phone Number\***

**Email Address\***

**Please select the grant(s) for which you are applying.\***

Safe & Clean Grant (Min. $1000 request; No match required)

**Amount of Grant Request\***

**Are you open to receiving partial funding\***

Yes

No

Example: You may have requested $25,000 but the committee can only fund $20,000, selecting "yes" means you are open to receiving the partial funding. Selecting "no" means you are not open to partial funding and would prefer the full amount requested.

A neighborhood match is no longer required for the Safe & Clean Grant but, if there is an anticipated match please include it here. The neighborhood match can be made up of donated goods and services, volunteer hours, and/or cash. Please specify the amount of each below.

**Total Amount of In-Kind Neighborhood Match**

Calculate the total value of donated goods & services and volunteer hours

**Total Amount of Cash Neighborhood Match**

**Total Project Budget (In-Kind + Cash + Grant Request)**

**Cincinnati Neighborhood(s) Served (check all that apply)\***

**Other Communities Served (optional)**

Limit: 250 characters

(i.e. unhoused neighbors, people with disabilities, immigrants, etc)

**Please provide a brief summary of your proposed project/program along with a short outline of how the requested funds will be used.\***

Limit: 700 characters

**Does your project involve youth participation? \***

Yes

No

**If yes, please describe how youth in your community will be involved in your project\***

Limit: 500 characters

If your previous answer was no, please put "N/A" in the response.

**The SARA Model**

The **SARA Model**—**Scanning Analysis, Response, and Assessment**—is used in problem-oriented policing (POP) as a methodical problem-solving process. It is an integral part of the community policing underway in the City of Cincinnati and a requirement for Safe and Clean Neighborhood Fund grants.

*The four stages of* ***SARA*** *are:*

1. **Scanning:** spotting problems using knowledge, basic data, and electronic maps.
2. **Analysis:** using hunches and information technology to dig deeper into problems’ characteristics and underlying causes.
3. **Response:** devising a solution, working with and as a community, wherever possible.
4. **Assessment:** looking back to see if the solution worked and what lessons can be learned.
* The program/project statement of need must reflect the Scanning and Analysis phases of the SARA Model applied to the community issue the grant is being requested to help solve.
* The statement of how the grant funds will be used must reflect the Response phase of the SARA Model applied to the issue the grant will be used to address.
* The Assessment phase of the SARA Model must be included in the grant request, indicating what the measurable outcomes (results) are, and how they will improve the safety, cleanliness, and/or overall livability of the target area against baseline measures prior to the project/program being implemented.

For more information on the SARA Model, [follow this link](https://popcenter.asu.edu/content/sara-model-0).

**Briefly describe your project/program using the SARA Model.**

**Scanning: Identify the problem(s) specific to your project such as blight, infrastructure, safety, or other--using knowledge, police data, maps, or citizen testimony--that need to be alleviated or eliminated to make the neighborhood safer, cleaner, and more livable. (i.e. What is the problem? What are the consequences of not addressing the problem(s)?))\***

Limit: 1500 characters

What we are not looking for is listing everything that is an issue in your community.

**ANALYSIS: Use observations and information technology to uncover problem characteristics and underlying causes; use the “why” to help shape the response or “what to do". (i.e. Why does this problem exist? What is currently being done to address the problem(s)?)\***

Limit: 1500 characters

**RESPONSE: Describe the specific solution(s) to help alleviate or eliminate the problem identified in your community. Show how this is designed to target the focal problem. (i.e. How are we going to fix this problem?)\***

Limit: 1500 characters

**ASSESSMENT: What are the measurable short-term and long-term outcomes(2-3 outcomes) of this project/program? Describe the process for measuring the results. (i.e. How will we measure success? How do you know your project will be successful?)\***

Limit: 1500 characters

**Provide the maintenance/sustainability plan for the project/program, including specific information on who is responsible for completing work. How will the project/program be sustained after this grant period has ended?\***

Limit: 1000 characters

**Provide a timetable for the project/program. Please include specific steps/activities, responsible person/group for carrying out the activities, and anticipated date the steps will be completed.\***

Limit: 1000 characters

**Please describe community engagement in the project/program for both the planning and implementation phases.\***

Limit: 1000 characters

**Please indicate the City departments and other governmental agencies (if any) with whom you have worked to analyze the problem and identify the proposed solution. (Feel free to include support data from those agencies.)\***

Limit: 1000 characters

**Please list other funders this proposal has been or will be submitted to. For each, indicate the amount requested, the status of the request (i.e. submitted, pending, funded, or declined), and if funded, specify the amount.\***

Limit: 1000 characters

**Project Budget\***

Choose File

Please use this [budget template.](https://app.box.com/shared/static/zz77xg2owqvt8xup4w3sisrcy4u8yinm.xlsx) Please note that uploading a PDF version of the budget may change the format/scale of the worksheet. You are able to upload any formats mentioned above.

**(Optional) Upload up to 3 additional support documents (i.e. letter(s) of support/testimonials, support data, MOU, invoice, images, etc.). Support documents should not exceed 6 pages TOTAL.**

Choose File