

# Small Dollars Action Fund Application

## PLEASE READ - Important Instructions

This form is to apply for funding from the Small Dollars Action Fund through Invest STL. The Summer application will close **Thursday, May 16, 2024**.

**PURPOSE:** Invest STL and SLACO launched the Small Dollar Action Fund for neighborhood groups like neighborhood associations, block units and informal neighbor collectives in eligible areas. The goal of the fund is to support community members looking to connect with and engage their neighbors and accomplish quick, small initiatives.

**IDEAS:** Consider activities like getting a video conferencing or mass text messaging subscription for your neighborhood, or creating yard or window signs to promote different events. Maybe your neighborhood wants to organize art, gardening, a dance party or read-aloud sessions to bring folks together. Whatever your idea, this grant is available to help you get started.

**ELIGIBILITY:** To apply, first, check that your neighborhood/area is eligible using our map. Click or visit the link and type in your home address at the top to see the neighborhood or area in which it is located: [SDAF Eligibility Map](https://investstl.org/small-dollars-action-fund) (investstl.org/small-dollars-action-fund). Once you have checked the map, please complete this brief form to apply. **Open this PDF in Adobe Acrobat or another PDF editor and enter your responses on the lines provided. Click save often so you don't lose your progress. You may also print this application, write in your responses, scan, and email it to [sdaf@investstl.org](mailto:sdaf@investstl.org), subject line "SDAF Application."**

**THINGS TO CONSIDER:** If you are unable to complete the application, please call SLACO at 314-361-9406 to complete it over the phone or receive a paper copy. **To SUBMIT YOUR APPLICATION: email this completed form to [sdaf@investstl.org](mailto:sdaf@investstl.org), subject line "SDAF Application" along with any supporting documents requested later in the application.**

\* Indicates required question

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1. Email \*

## ELIGIBILITY CHECKLIST

Use these questions to make sure your neighborhood or area, activities, and group are within the focus of the Small Dollars Action Fund before you complete the full application.

2. In what area(s) will you focus your activities? \*

City neighborhoods, County municipalities, and some special areas from St. Louis and East St. Louis are listed alphabetically in the dropdown list below. If you are not sure of the area name or it's proximity to other areas, type in your address on the [eligibility map](#) on our website to see where it pops up. If your activities will connect more than one area, you can select up to three total adjacent neighborhoods in the following questions.

*Mark only one oval.*

3. Second neighborhood/area (optional)

Please select if your activities will connect more than one area. You are able to connect up to three directly adjacent neighborhoods or areas.

*Mark only one oval.*

4. Third neighborhood/area (optional)

Please select if your activities will connect more than one area. You are able to connect up to three directly adjacent neighborhoods or areas.

*Mark only one oval.*

5. If your activities are intended for more specific area(s) like a block, street, or subdivision, please write the name(s) of that place here.

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6. Are the following statements true of the primary intent of your project activities? \*

*Check all that apply.*

- Our activities are free and open for members of the neighborhood.
- Our activities are resident-led and involve neighbors in the creation and implementation of the project.
- Our activities are ready to implement or begin implementing 1-2 months from the award date.
- Our activities are place-based meaning occurring for the benefit of and participation from neighbors of a specific eligible neighborhood or cluster of 3 adjacent neighborhoods.

7. Indicate the type of group you are applying for. \*

The Small Dollars Action Fund is intended for entities that focus all of their work and activities in a specific neighborhood. There are two types of eligible groups:

A **Neighborhood group** is defined as a group that has in incorporation status and a focus in the area. Examples of **neighborhood groups** are Neighborhood Associations, Tenant Associations, Block units, or resident-led committees of a neighborhood CDC (community development corporation).

An **informal Collective** is at least 3 individuals who live in the same neighborhood and are ready to collaborate on an activity together.

Entities that are not eligible for this fund include businesses, churches, schools, regionally-focused non profits, and issue-based non profits.

*Mark only one oval.*

Neighborhood Group

Tenant Association

Block Unit

Resident-led Committee of a neighborhood CDC (Community development corporation)

Informal Collective

**What is the name of your group or collective (if applicable)?**

If you are an informal collective without a name, you can use the name of your primary neighborhood focus area and "Informal Collective." For example, an informal collective focused in College Hill would be the "College Hill Informal Collective."

## CONTACT INFORMATION

When confirming team member addresses, you can type them into the [eligibility map](#) to confirm you are all in the neighborhood of the proposed activities.

9. Name of primary contact \*

Please include your first and last name. As the person completing this application, you will be the main point of contact for this project. You are considered one of the three members of your planning team.

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10. Phone Number of primary contact \*

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11. Confirm Email of primary contact \*

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12. What is the address of your primary home residence (where you live)? \*  
(Street Number & Name, Apt. Number, City, State, Zip Code)

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13. Name of second team member \*

Please include the first and last name of your second team member. This neighbor should not be a duplicate of any others on this application. By entering your neighbors name and contact information, you are affirming that they are ready and willing to contribute to the activities outlined in this application.

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14. Phone Number of second team member \*

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15. Email of second team member \*

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16. What is the address of their primary home residence (where they live)? \*  
(Street Number & Name, Apt. Number, City, State, Zip Code)

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17. Name of third team member \*

Please include the first and last name of your third team member. This neighbor should not be a duplicate of any others on this application. By entering your neighbors name and contact information, you are affirming that they are ready and willing to contribute to the activities outlined in this application.

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18. Phone Number of third team member \*

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19. Email of third team member \*

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20. What is the address of their primary home residence (where they live)? \*  
(Street Number & Name, Apt. Number, City, State, Zip Code)

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21. Have you notified all team members that their names and contact information are being included in this application as collaborators on the outlined project activities? \*

All team members listed will be contacted via email to verify their participation once you submit this form. **Team members will need to respond before the application period closes** for your application to be accepted and reviewed.

I acknowledge that I have read and understand that my application will not be accepted if my team members have not responded to your inquiry and agree to participate in the activities as outlined in this application.

22. **Informal Collectives:** Have you reached out to the local neighborhood association or organization in your area?

Check out the organizations that are active in your neighborhood on the [Neighborhood Organizations Map](https://www.investstl.org/stl-neighborhood-map/) (https://www.investstl.org/stl-neighborhood-map/).

- Yes
- No

23. **Informal Collectives:** Are you interested in collaborating with your neighborhood organization or association on the activities for which you want to apply? If so, please indicate your preferred contact method or if you don't need to be connected. We will connect you to your local neighborhood organization via your preferred method.

*Mark only one oval.*

- Yes, I prefer to be connected by email.
- Yes, I prefer to be connected by phone call.
- No, thank you. We are already connected.
- No, thank you. I am not interested.
- Other: \_\_\_\_\_

24. **Informal Collectives:** If you are already connected to your local neighborhood organization, please indicate what organization you are collaborating with.

Check out the organizations that are active in your neighborhood on the [Neighborhood Organizations Map](https://www.investstl.org/stl-neighborhood-map/) (https://www.investstl.org/stl-neighborhood-map/).

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25. If available, please list a website and/or social media account information where we can follow progress on the implementation of your activities.

\_\_\_\_\_

26. How did you hear about SDAF? \*

*Check all that apply.*

- Invest STL website
- Facebook
- Instagram
- Word of mouth

Flier

Neighborhood Org/Other: \_\_\_\_\_

## FUNDING REQUEST

27. Please briefly describe the activities you will pursue with the funds in a sentence or two.\*

You do not have to make a case for why you want to do your project, just let us know what you plan to do.

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28. Budget Submission: Use the table attached to the end of this application to let us know the funding required for your project. Enter numbers only with no commas or dollar signs. Round up to the nearest whole dollar. Be mindful that projects that will cost \$5,000 or more overall are ineligible.



29. How much are you requesting from the Small Dollar Action Fund? \*  
Round up to the nearest whole dollar. Total Request cannot exceed \$2,000.

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30. What is the total budget for your activities?  
Round up to the nearest whole dollar. Total projected budget cannot exceed \$5,000.

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31. Describe how you plan to implement your project or activities. \*

Consider these questions: What are key action items to implementing your activities? What steps will you take? Who will lead each step? Will your project involve different partners or phases? How will you communicate with partners and your neighbors and community? [Click this link](#) or visit [www.investstl.org/small-dollars-action-fund/](http://www.investstl.org/small-dollars-action-fund/) and scroll down to the lime green "APPLICATION RESOURCES" button for example project implementation outlines.

Responses can be in narrative form or listed steps. You may also send a separate document and type/write "See attachments" in response to this question.

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32. If awarded a grant, how do you prefer to receive funding? \*

*Mark only one oval.*

Check

e-Gift Card

Plastic gift card

33. Optional file submission

Take this moment to complete and sign a form W-9 if you prefer a check. [Download Form W-9](#) here or visit [www.investstl.org/small-dollars-action-fund/](http://www.investstl.org/small-dollars-action-fund/) and scroll down to the limegreen "APPLICATION RESOURCES" button.

You can also submit up to 5 supporting documents for how you plan to implement your project. Include these files in your email to [sdaf@investstl.org](mailto:sdaf@investstl.org).

While it is not a requirement, we appreciate if you include your name and neighborhood in the filename of each file uploaded. We will accept images, documents, excel files, PDFs, video, audio, or a simple text document.

Write/Type the filename(s) of the file(s) you plan to submit:

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Email your complete application and supporting documents to [sdaf@investstl.org](mailto:sdaf@investstl.org), subject line "SDAF Application" or click this box.



**Instructions:** Click in the blue boxes to enter your text. You can backspace or delete the text that may already be there to enter your own.

Project Budget Worksheet		
Applicant: <i>Ex: St. Louis Neighborhood Association</i>		
Project: <i>Ex: Community Garden Party</i>		
Expense Items	Description	Estimated Cost
<i>Paint brushes</i>	<i>4-packs of brushes from Home Depot for painting bird houses</i>	\$ 60.00
<i>Refreshments</i>	<i>Chips, fruit and water bottles for volunteers</i>	\$ 30.00
<i>Paint</i>	<i>3 cans of paint for painting bird houses</i>	\$ 48.00
<i>Pre Made Birdhouses</i>	<i>12 birdhouses from online vendor Birdhouse.com</i>	\$ 120.00
Expense Total		\$ 258.00
<b>Additional Project Funding (If your total project budget exceeds \$2,000, include additional funding sources for your project here.)</b>		
Small Dollar Action Fund Request Amount:	Enter the total amount being requested from the SDAF	\$ 200.00
Other Sources: <i>Ex: Previous Year Garden Fund</i>		\$ 58.00

