

City of Phoenix



If your organization would like to apply for a Neighborhood Block Watch Grant, please visit our website:

www.phoenix.gov/police/nbwgrant.html

Applications are available online the first work day of each January and must be submitted no later than the first Friday of each February.

If you have questions about any of the material covered in this overview, please contact:

Phoenix Police Department
Fiscal Management Bureau
620 West Washington Street, Suite 326
Phoenix, AZ 85003

Phone: (602) 262-6131
FAX: (602) 534-1760

This publication is available in alternate formats (large print, Braille, audio cassette, or computer diskette). For more information, call or fax the numbers above, or call the TDD City Relay at (602) 534-5500.

Neighborhood Block Watch Grants

A General Overview

AIM AND PURPOSE

1. Detect, deter, or delay crime.
2. Improve the quality of life within neighborhoods by educating individuals to work together to solve crime problems.
3. Encourage citizens to have pride in their neighborhood and to prevent crime.
4. Motivate citizens toward common neighborhood crime prevention goals.
5. Coordinate pertinent crime prevention neighborhood / community meetings.
6. Teach crime prevention and safety techniques.



APPLICATION PROCESS

Grants are available to Block Watch groups and neighborhood associations and organizations that co-apply with them (for example, community service or volunteer organizations, educational or religious institutions, or non-profit [IRS qualified] agencies). City departments may also co-apply with Block Watch groups and neighborhood associations.

Applications are accepted during the annual grant process and must be submitted online. All applications must contain contact information (name, address, e-mail address, home telephone number) for two representatives who are authorized to sign legal contracts for the submitting organization.

The Oversight Committee reviews and ranks all applications based on the following criteria:

- ❖ Crime prevention
- ❖ Project viability / feasibility / experience
- ❖ Ability to complete the project
- ❖ Budget evaluation

There are two grant applications from which to choose:

- ❖ The traditional application for up to \$10,000.
- ❖ The short-form application for grant requests for \$1,000 or less.

OPERATING AND ACCOUNTING PROCEDURES

Because grant money comes from public funds, organizations receiving grants must demonstrate a high standard of accountability.

- ❖ A separate dual signature bank account is required for City grant funds; grant funds cannot be commingled with other accounts.
- ❖ Reports documenting expenses and achievements of the program and providing insight for the next quarter must be submitted in a timely manner each quarter.
- ❖ All bank statements, receipts, required reports, and other records documenting how the grant money was used should be retained for at least two years after the award contract expires.
- ❖ The City has the right to audit books and records upon reasonable request and conduct on-site audits to evaluate project performance and progress.
- ❖ All accounting and reporting should comply with the provisions outlined in each award contract.



BACKGROUND INFORMATION

Neighborhood Block Watch Grants are funded through the sales tax increase approved by voters in 1993 as the Neighborhood Protection Ordinance (Proposition 301). The Police Department administers the grant program. The Neighborhood Block Watch Grant Oversight Committee was created by the City Council to review grant applications and to make funding recommendations. Committee members are appointed by the Mayor and City Council members and serve two 2-year terms.