

PROJECT REQUEST FORM



KEEP ALAMOGORDO BEAUTIFUL

A VOLUNTEER COMMUNITY IMPROVEMENT PROGRAM

800 E. 1ST STREET

ALAMOGORDO, NM 88310

O) 575-439-4250 C) 575-551-2793

KAB@CI.ALAMOGORDO.NM.US



GROUP/ORGANIZATION _____

CONTACT NAME _____ PH. 1 _____

ADDRESS _____ PH.2 _____

CITY _____ STATE _____ ZIP _____

EMAIL _____

PLEASE MARK A RESPONSE: **ONLY YOUTH OR CIVIC-BASED GROUPS QUALIFY FOR FUNDING!!**

CIVIC GROUP YOUTH-BASED GROUP OTHER _____

CAN YOUR GROUP/ORGANIZATION PROVIDE 5-10 VOLUNTEERS? Y N

CAN YOUR VOLUNTEERS PERFORM DUTIES INVOLVING LIFTING, BENDING, TWISTING ? Y N

CAN YOUR GROUP/ORGANIZATION PROVIDE A W-9 IF REQUESTED ? Y N

KEEP ALAMOGORDO BEAUTIFUL FUNDING FOR LABOR-BASED SERVICES IS \$25 PER HOUR REGARDLESS OF GROUP SIZE. IT IS RECOMMENDED THAT VOLUNTEERS ROTATE WORK AND TRAVEL IN PAIRS. AN ADULT SUPERVISOR MUST BE PRESENT WHEN WORK IS PERFORMED. TOOLS, WATER AND OCCASIONALLY MEALS ARE PROVIDED DEPENDING ON THE SCOPE AND SIZE OF WORK. VOLUNTEERS ARE REQUIRED TO SIGN A LIABILITY WAIVER BEFORE PERFORMING ANY WORK. ARE THESE TERMS ACCEPTABLE? Y N

PROGRAM INTERESTS (CHECK ALL THAT APPLY):

LITTER-FREE EVENT LITTER CLEANUP BEAUTIFICATION RECYCLING EDUCATION

ADOPT-A-PARK/AREA

GENERAL PROGRAM DESCRIPTIONS

LITTER-FREE EVENT: SELECTED EVENTS HELD WITHIN THE COMMUNITY ON PUBLIC PROPERTY THROUGHOUT THE FISCAL YEAR. SOME EVENTS PROVIDE COMPENSATION FOR A GROUP/ORGANIZATION. DUTIES INCLUDE LITTER PICK-UP AND WASTE AND RECYCLE CONTAINER LINER REPLACEMENT. CANS COLLECTED TYPICALLY ARE PROVIDED TO GROUP FOR ADDITIONAL FUNDRAISING. GROUPS/ORGANIZATIONS THAT PARTICIPATE IN A COMPENSATED EVENT ARE REQUIRED TO PARTICIPATE IN A NON-COMPENSATED PROJECT.

LITTER CLEAN-UP: LITTER PICKUPS HELD WITHIN THE COMMUNITY ON PUBLIC PROPERTY THROUGHOUT THE FISCAL YEAR. SOME CLEANUPS PROVIDE COMPENSATION FOR A GROUP/ORGANIZATION. DUTIES INCLUDE LITTER PICK-UP AND SWEEPING. CANS COLLECTED TYPICALLY ARE PROVIDED TO GROUP FOR ADDITIONAL FUNDRAISING. GROUPS/ORGANIZATIONS THAT PARTICIPATE IN A COMPENSATED EVENT ARE REQUIRED TO PARTICIPATE IN A NON-COMPENSATED PROJECT.

BEAUTIFICATION: WEED ERADICATION, GRAFFITI REMOVAL, PAINTING, TREE/SHRUB/ FLOWER PLANTING, COMMUNITY GARDEN CONSTRUCTION AND XERISCAPING ON PUBLIC PROPERTY WITHIN THE COMMUNITY. FUNDING FOR PROJECT IS LIMITED TO: EQUIPMENT, SUPPLIES (NOT INCLUDING OFFICE), ADVERTISING, PROMOTIONAL MATERIAL.

RECYCLING: THE COLLECTION AND PROPER DISPOSAL OF RECYCLABLE ITEMS ON ANY PUBLIC PROPERTY, ANY PROJECT WHICH FOCUSES ON THE REDUCTION OF SOLID WASTE DISPOSAL AND COMPOSTING. RECYCLABLE MATERIALS INCLUDE: CLOTHING, #1 AND #2 PLASTICS, GLASS, ALUMINUM, TIN, STEEL, TIRES, ELECTRONICS, BATTERIES AND CELLULAR PHONES. FUNDING FOR PROJECT IS LIMITED TO: EQUIPMENT, SUPPLIES (NOT INCLUDING OFFICE), ADVERTISING, PROMOTIONAL MATERIAL..

EDUCATION: ANY PROJECT THAT INVOLVES EDUCATING K-12 YOUTH IN THE SUBJECTS OF LITTER CONTROL, BEAUTIFICATION AND/OR RECYCLING. FUNDING FOR PROJECT IS LIMITED TO: EQUIPMENT, SUPPLIES (NOT INCLUDING OFFICE), ADVERTISING, PROMOTIONAL MATERIAL.

ADOPT-A-PARK/AREA: YOUR GROUP/ORGANIZATION CAN ADOPT A LOCAL PARK OR AN AREA (ANY PUBLIC AREA OTHER THAN A PARK). YOUR GROUP/ORGANIZATION WILL PERFORM LITTER CLEANUPS AND BEAUTIFICATION PROJECTS TO KEEP THAT PUBLIC SPACE CLEANER AND GREENER. SUPPLIES PROVIDED BY PARKS DEPARTMENT AND KEEP ALAMOGORDO BEAUTIFUL. YOUR GROUP/ORGANIZATION WILL RECEIVE RECOGNITION IN THE FORM OF A LETTER SIGNED BY THE MAYOR AND ON-SITE SIGN RECOGNITION. ONE YEAR-COMMITMENT IS REQUIRED.

PROJECT PROPOSAL. IF YOUR GROUP/ORGANIZATION WOULD LIKE TO PROPOSE A PROJECT FOR FUNDING, PLEASE FILL OUT THE FOLLOWING PORTIONS. BE AS DETAILED AS POSSIBLE.

NAME OF PROJECT _____

REQUESTED FUNDING \$ _____

MEASUREMENT (HOW WILL THE SUCCESS OF THE PROJECT BE TRACKED)

TIMEFRAME (DATES, LENGTH OF PROJECT, TIME)

IMPLEMENTATION (HOW WILL THE PROJECT BE IMPLEMENTED)

PARTNERSHIPS (OTHER INVOLVED ORGANIZATIONS AND WHAT THEY WILL PROVIDE)

PROPOSED PROJECTS ARE GRADED BASED ON THE CATEGORIES LISTED ABOVE ON A 0-5 POINT SCALE FOR EACH CATEGORY AND ACCEPTED THROUGH THE KEEP ALAMOGORDO BOARD OF DIRECTORS. PLEASE ATTACH A COMPREHENSIVE BUDGET FOR THE PROPOSED PROJECT. APPROVED PROJECTS WILL BE SUBMITTED TO THE STATE FOR FINAL GRANT APPROVAL. *IT IS NOT GUARANTEED THAT REQUESTED FUNDING WILL BE APPROVED THROUGH THE STATE.* GROUPS/ORGANIZATIONS WILL BE NOTIFIED BY JULY 15TH EACH YEAR IF THEIR PROJECT HAS BEEN APPROVED AND FUNDED. DEADLINE FOR PROJECT PROPOSALS - JANUARY 1ST.

PLEASE REMIT THIS FORM TO THE KEEP ALAMOGORDO BEAUTIFUL OFFICES BY JANUARY 1ST. (ELECTRONIC FORMS WILL BE ACCEPTED). FORMS SUBMITTED AFTER THE DEADLINE WILL NOT BE CONSIDERED. INCOMPLETE DOCUMENTS WILL NOT BE CONSIDERED. CONTACT KEEP ALAMOGORDO OFFICES WITH ANY AND ALL QUESTIONS.

THANK YOU FOR ALL OF YOUR CONTINUED SUPPORT!!