



Dear Neighbor,

Enclosed is the application kit you requested for the **Spruce Hill Block Improvement Grant**.

It consists of:

- 1) grant purpose and rules
- 2) application form
- 3) block plan diagram
- 4) estimating instructions

We look forward to receiving your application.

**Completed applications are due the third Monday of January and June**; grants will be announced in February and July.

The basic procedure is:

- Block members develop collective vision and applies for grant;
- Project Team reviews block application and awards grant;
- Block Coordinator is offered to help maximize results and offer technical assistance;
- Block members sign contract outlining project budget, timeline, specifics, and responsibilities;
- Project takes place;
- Block submits final report: accounting of costs, volunteer hours, results; and photos.

For more ideas and to see what other blocks have done, go to the Spruce Hill Community Association Web site: [www.sprucehillca.org](http://www.sprucehillca.org).

The Spruce Hill Block Grant Committee welcomes requests for assistance developing block grant applications and completing these forms to insure a strong application. Please contact Amanda Benner at (215) 573-4684 or [abenner@ucgreen.org](mailto:abenner@ucgreen.org)

Sincerely,

**BLOCK IMPROVEMENTS GRANT COMMITTEE:**

Amanda Benner  
Mike Hardy  
Steve McCoubrey  
Angel Pizarro

## **SPRUCE HILL BLOCK IMPROVEMENT GRANT PROGRAM**

### **Purpose:**

To improve the physical environment of blocks in Spruce Hill, compatible with the historic character of the neighborhood, with priority given to maintenance and renewal of street trees, sidewalks, curbs, and front yards.

To assist with the expense of these improvements by offering block grants up to \$500 per block, or up to \$1200 for two adjacent blocks if they agree to work together to complete the project.

This would include, but not be limited to, proposals for:

- basic professional pruning and "limbing up" of existing street trees
- installation of new tree pits and planting of street trees
- enlargement of existing tree pits
- development of "tree lawns" between street trees to aid in water retention and reduce storm water runoff
- sidewalk repair or replacement in conjunction with the above, due to cracking, sidewalk heaving, etc.
- front yard coordinated garden plantings or "streetscape" development including trash can enclosures, retaining walls

### **Rules :**

Submitting blocks must be within the Spruce Hill Community boundaries of 40th to 46th Streets; Market Street to Woodland Avenue.

Grant applications require a dollar-for-dollar match in cash or in-kind services, including volunteer labor. On the application form, your block must show how it will match the amount applied for.

A block can apply for up to \$500; two adjacent blocks can collectively apply for up to \$1,200.

A block may receive up to 3 grants per 6 year period, so if your block has received 3 grants within 3 years, you will have to wait 3 years to reapply.

All applications must be submitted by at least two homeowners from different addresses on the same block who are participating, and at least one Spruce Hill Community Association member. All three must sign the grant application and be responsible for fulfillment of the grant contract.

Sidewalk/curb repair must be done in conjunction with other greening initiatives. Sidewalk repair without such will not be approved by the grant committee, and is the responsibility of the homeowner.

For garden plantings we recommend perennials for lasting value. However, you may use up to 5% of your grant towards annuals for immediate impact.

The grants committee will provide names of professional arborists, concrete removal services, and masonry workers upon request.

It is strongly recommended that each block receiving a block improvement grant have *at least one* block representative complete the Tree Tenders Training Program offered by the Pennsylvania Horticultural Society and join the other Tree Tenders of Spruce Hill and University City in this volunteer effort to maintain our urban forest. Call for details at (215) 988-8844 or [www.pennsylvaniahorticulturalsociety.org](http://www.pennsylvaniahorticulturalsociety.org) .

Mail the completed Application Form and Block Plan Diagram to:

**Block Improvement Grants, SHCA, 257 S. 45th Street, Philadelphia, PA 19104**

**ESTIMATING INSTRUCTIONS:**

Use the estimates below to determine the amount your block wishes to apply for.

**You will need to get actual estimates for contracted work once your grant is approved.**

(FYI: There are 9 square feet in each square yard.)

**NEW STREET TREES (assuming installation by volunteers):**

Approximately \$150 per "balled and burlapped" tree; small "bare root" trees at \$25 each, or "container grown" trees at \$50 each may also be available. (Add concrete removal cost if a new or enlarged tree pit is needed.) Tree pits should be a minimum of 12 sq. ft with 18 sq. ft. recommended. Please specify tree preference(s). The grant committee will need to approve tree species by Fairmount Park Commission's street tree standards.

**PROFESSIONAL TREE PRUNING:**

Approx. \$250 for minimal pruning of 25' tree. Multiply the number of trees needing pruning to get your estimated cost. Multiple tree pruning will give better cost efficiency.

**FOR TREE LAWNS: DRY-LAID BRICK INSTALLATION or REPLACEMENT:**

This is an estimate for 1 square yard (9 sq. ft.) of dry-laid water-permeable hardscape assuming a running bond and using a 4"x 8" brick paver set in stone dust on a compacted sub grade. A weed barrier is included.

Materials: \$30.00 + Labor: \$60.00 = Total: \$90.00 per square yard. Multiply by total square yards needed.

(Include concrete cutting and disposal costs if necessary; and remember conversion of sq. ft. vs. sq. yd.)

*Tree lawns may also be left bare, or planted with sod or perennials.*

**CONCRETE CUTTING (to create tree pits or tree lawns through volunteer labor):**

Approx. \$75/day rental of small diamond saw from Diamond Tool on Grey's Ferry Ave. OR

\$100/day for use of large diamond blade owned by block grant committee.

**BROKEN CONCRETE DISPOSAL:**

Approx. \$175 per truckload of broken concrete. Concrete rubble must be clean of other debris and piled on the street for easy access by truck. The piles must be consolidated.

**CONCRETE BREAK-UP & DISPOSAL:**

Approx. \$5 per square foot for removal (break-up and disposal) of existing damaged or weathered slabs of concrete with \$250 minimum charge.

**CONCRETE REPLACEMENT:**

Approx. \$16 per square foot or \$250 for first sidewalk 4' x 4' square plus \$125 for each additional square.

This includes break-up, disposal, forms, and materials for new concrete.

**Example for Calculating Dollar for Dollar Match:**

Ex. estimated total cost of project = \$ 600

amount of grant application = \$ 300; cash match needed from the block = \$ 300

Other kinds of match examples:

- 1) 20 volunteer labor hours at \$ 14 each = \$280 (10 volunteers planting trees for 2 hours each) to match \$280 granted to pay for trees
- 2) "in-kind" match made up of market value of items needed for a new tree lawn, such as: brick pavers, topsoil, wood mulch, perennials, etc, equaling \$110 to match grant of \$110 to pay for concrete removal

**Please Show Your Estimate Calculations On The Back Of The Application.**

**APPLICATION FORM** (Please show your estimating calculations on the back of this form.)

Mail completed application and block plan diagram to:

Block Improvement Grants, SHCA, 257 S. 45th Street, Philadelphia, PA 19104

Block(s) submitting grant proposal: \_\_\_\_\_

Amount applied for: \$ \_\_\_\_\_

Match method: *(amount must be at least same amount applied for)*

- cash \$ \_\_\_\_\_
- in-kind services (describe): \_\_\_\_\_  
(show dollar value equation:) \_\_\_\_\_
- volunteer labor (describe): \_\_\_\_\_  
\_\_\_\_\_ people x \_\_\_\_\_ hours each at \$14/hour = \$ \_\_\_\_\_

Participating block members:

Name	Address	Phone Number	Email

Signatures of 3 homeowners on block (\*Indicate **at least one** Spruce Hill Community Association member):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact person for block grant (**provide email**): \_\_\_\_\_

Block member(s) to participate in Tree Tender training: (recommended) \_\_\_\_\_

Brief description of block improvements planned:

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Instructions for completing your **BLOCK PLAN DIAGRAM**:

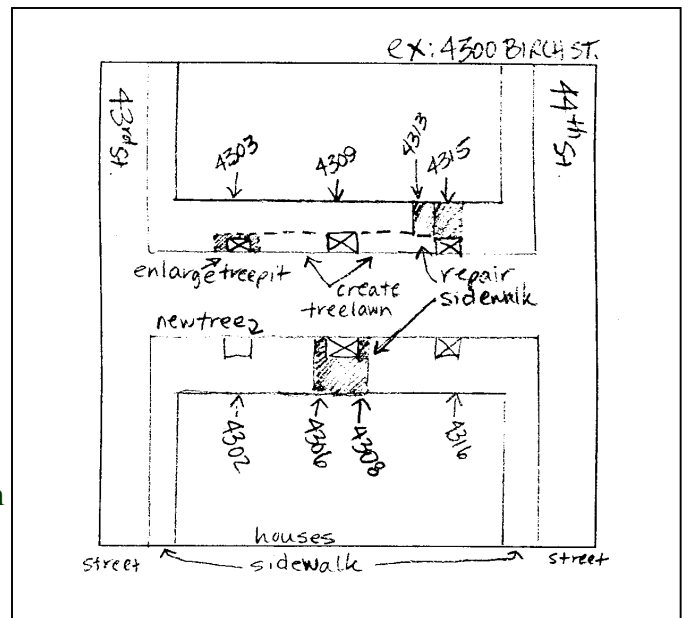
This diagram is to give the grants committee an idea of what your block wants to achieve.

Fill in your block address.

Fill in the house addresses in the squares shown.

Mark an "X" for existing street trees in the sidewalk in front of the correct house address.

Shade sidewalk areas in need of removal or repair, and indicate any other work you wish to have done. (see sample diagram) (Please draw your own diagram if this one does not work for your block.)



Block address:

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