



Neighborhood Vitality Grant Application Checklist

Neighborhood Services Division

- _____ A brief description of the project.
- _____ Signed Letter of Agreement section of the application from adjacent neighbors to the project (If no, neighborhood group or association is present).
- _____ Detailed project budget.
- _____ Plan of action for ongoing maintenance and sustainability of the project.
- _____ Photographs, maps and drawings of the site to be improved.
- _____ Contractor is registered with the Town of Addison.
- _____ Proof of ownership (Court documentation and/or Dallas Central Appraisal District information).
- _____ Signed, dated and completed application and agreement.

A copy of this checklist must be placed on the top of your application packet. Please make sure you have submitted all of the necessary materials above. If you do not submit everything required, your application will not be considered.