

**DIRECTIONS FOR COMPLETING BUDGET PAGES FOR THE
2015 NEIGHBORHOOD BLOCK WATCH
GRANT APPLICATION**

Analyze your budget carefully.

For each budget category, complete the attached budget sheet. It is vital that a budget narrative be provided in the space provided. The total amount from each budget category will automatically transfer to the budget summary. Remember to include costs for tax when completing your grant budget.

A listing of restricted and prohibited budget items is available in the Application Guide available on the Neighborhood Block Watch Grant Program website. If restricted and/or prohibited items are listed in the budget section, the Neighborhood Block Watch Oversight Committee may line-item veto the item or disqualify the entire application.

The Application Guide is available at: <http://www.phoenix.gov/policesite/Pages/policebwgrant.aspx>

Grant Budget Summary (Subtotals auto-calculate based on the below budget pages)	Subtotal
Personnel	
Operational Expenses	
Equipment/Supplies	
Consumables	
Total Grant Request (Can Not Exceed \$10,000)	

For each category above, complete the budget worksheet outlining each line-item and the budget narrative. Failure to provide a narrative may result in a line-item veto(s) of the budget or application disqualification.

Budget Supplement – Lawful Traffic Mitigation Devices

In order to request Lawful Traffic Mitigation Devices, including speed bumps / humps for a Neighborhood Block Watch Grant, you must be able to meet the following criteria..

Before proceeding with traffic mitigation devices you are required to contract the Street Transportation Department to determine if the proposed area meets the criteria for a device and received approval from 70% of the surrounding neighbors.

	Yes	No
Has the Street Transportation Department completed the required study and found that your neighborhood is eligible? Have you received approval from 70% of the surrounding neighbors?		

If you answered “No” to either of the above questions, you are not eligible to apply for grant funds for traffic mitigation devices.

If you answered “Yes” to both questions, please proceed to the next question.

	Yes	No
Is the traffic mitigation device related to public safety, if yes please explain below.		

Be sure to submit this budget document along with your grant application.