



# 2025-26 ENERGI PROGRAM INFORMATION

A 50/50 Reimbursable Grant Program

**SECOND ROUND—Applications are due by July 7, 2025. Please submit digitally to [planning@cityofedwardsville.com](mailto:planning@cityofedwardsville.com) Please note that funding for ENERGI Grants are not guaranteed.**

## About

The Edwardsville Neighborhood Enhancement, Recognition, and Grant Initiative Program (ENERGI) provides matching funds for small-scale neighborhood improvements (up to \$2,500 per city council ward). These projects should enhance and beautify Edwardsville’s neighborhoods, encourage participation, and foster a sense of community and neighborhood pride.

For every dollar awarded by the City, the neighborhood association will provide an equal or greater match consisting of cash, professional services, building materials and / or volunteer labor. Grants will be reviewed and awarded through a competitive review process. Only registered Neighborhood Associations are eligible for the ENERGI grant.

## Project Eligibility

A variety of project types are eligible for funding through the ENERGI Program. The City especially supports projects that both engage the whole neighborhood and benefit the whole neighborhood when complete. While creativity is encouraged, examples of eligible projects include, but are not limited to:

- Neighborhood identification signs or decorative street signage (require a Right-of-Way Use Agreement)
- Installing benches in a common area
- Installation of a neighborhood garden
- Landscaping common area

## Ineligible Projects

Although the following list is not exhaustive, ineligible projects generally include:

- Routine maintenance and ongoing operating expenses (e.g. water for irrigation of landscaping)
- Direct social services such as food baskets or emergency preparedness supplies, etc.
- Grants, loans, or stipends provided to individuals by the neighborhood association
- Costs for facility rental, food, entertainment, etc., associated with a neighborhood gathering
- *Projects that begin prior to entering into a grant agreement with the City of Edwardsville*

## Review Criteria

Criteria for review of grant applications is available on page 3. This information is provided to help applicants identify the characteristics of projects that will be highly scored. Due to the nature of the ENERGI program and the encouraged use of creativity in neighborhood projects, some flexibility and interpretation is reserved for the review committee and City staff. As such, the review criteria should be used only as a guide.





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## Application Checklist

- Neighborhood Association Application (Disregard if already submitted)
- ENERGI Grant Application
- Location map of project
- Two or more quotes from contractors (if applicable)
- Estimate of volunteer hours (if applicable)
- Any photos necessary to convey the scope and nature of the project
- Minutes of the Neighborhood Association meeting where grant application/project was approved
- Written description of project

## Grant Award Checklist

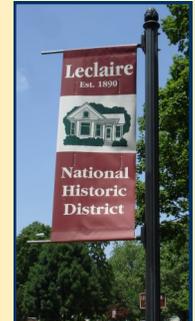
- Signed Grant Agreement
- Signed Right-of-Way Use Agreement (if applicable requires approval by Public Services Committee and City Council)
- W-9 for Neighborhood Association

## Reimbursement Checklist

- Contact the Planning Division in Public Works when your project is completed. Pictures will be taken of the project to verify completion.
- Written request for reimbursement.
- Paid invoices or cancelled checks.
- Final volunteer hours — signed statement from volunteers indicating hours worked
- Planning staff will prepare a memo for reimbursement request
- A check will be mailed to the association
- Reimbursement requests are due by April 1st, 2026.

## Questions?

- If you have any questions reach out to the Planning Division of Public Works at 618-692-7535 or [planning@cityofedwardsville.com](mailto:planning@cityofedwardsville.com)



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## Review Criteria

### Scope / Quality / Creativity / Project Readiness—up to 45 points

- The project has a well-defined scope, timeline, goals, detailed steps and measurable outcomes (e.g. what is being done, by whom, how steps relate to the final product, when steps will be done, and an end date.
- The project is highly creative
- Physical projects are highly visible from the public realm and have a realistic plan for on-going maintenance
- An inventory of supplies and materials needed to complete the project is provided
- If applicable, public art is thoughtfully integrated into the project
- The request is from a first time applicant
- The project/activity involves a one-time expenditure
- If volunteer labor is used as part of the 50% match, tasks volunteers will take on are provided
- The budget is well thought out and realistic, there is documentation of neighborhood contributions or evidence of pledges from a broad representation of the neighborhood residents, businesses, and others

### Community Benefit—up to 15 points

- The application is clear and specific on the issue(s) to be addressed and provides documentation of the problem(s)
- The proposal demonstrates a commitment to seek creative and workable solutions
- The outcome will have widespread benefit for the entire neighborhood, and could spur other efforts/ initiatives

### Neighborhood Participation—up to 30 points

- The neighborhood association approves of project and provides supporting documentation (e.g. minutes of a neighborhood association meeting indicating a vote of approval, signatures of neighborhood association membership, etc.)
- Residents will have the opportunity to take on leadership roles, develop new skills, and new leaders will emerge
- The neighborhood will have continued involvement in project implementation
- The project will strengthen and/or build new partnerships with public/private entities or other community groups
- Other impacted bodies (e.g. governmental units/agencies, non-profit organizations, etc.) will be consulted
- There are letters of support, pledges of money and/or services, or other evidence of broad community support

### Consistency with City Policies and Adopted Plans—up to 10 points

- The project implements, or is a step in implementing, one or more recommendations of an adopted neighborhood plan (if one exists)
- The project is clearly consistent with City policies





# NEIGHBORHOOD *ENERGI* GRANT APPLICATION

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1. **Neighborhood Registration**—Is your Neighborhood Association registered with the City of Edwardsville?

- Yes—If yes, proceed with this application
- No—If no, contact Public Works for a registration form and return it with this application

2. **Name of Neighborhood Association:**

\_\_\_\_\_

3. **Project Contact**—The project contact is responsible for signing the completed application. Please provide the name of the group member who will be the contact for the project, if it is funded:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

4. **Neighborhood Leader (if different from Project Contact)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

5. **Project Description** — Describe the project including the following information:

\*Attach additional pages as necessary

Name of Project: \_\_\_\_\_

Description of project: \_\_\_\_\_

How will the project benefit the neighborhood: \_\_\_\_\_

\_\_\_\_\_

Has project been proposed to the entire group/association? \_\_\_\_\_

List date of meeting: \_\_\_\_\_ (Minutes must be attached)

Describe how the project was chosen, how group/association members were involved in selecting the project, and the level of support provided:

\_\_\_\_\_

\_\_\_\_\_

Explain how individual volunteers will be involved in implementing the project. If maintenance is required, how will the project be maintained?

\_\_\_\_\_

\_\_\_\_\_



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6. **Project Schedule**—List the anticipated starting and ending dates for your project.

Start date: \_\_\_\_\_ End Date: \_\_\_\_\_

**Note: A minimum of 2 bids are required for all services/materials**

7. **Project Budget**— For each category below, list what goods or services your group plans to purchase for the project. (Attach additional pages if necessary).

	Description	Vendor(s) Name, Store Contact, Phone Number & Address	Amount
Materials & Supplies			\$
Equipment Rental			\$
Services			\$
Other			\$
<b>TOTAL PROJECT COST (A)</b>			<b>\$</b>

8. **Neighborhood Contribution**— In-Kind Donations, Volunteer Labor are only a match. Neighborhood Associations cannot make a profit from their contribution. If volunteers will participate, complete Volunteer Pledge on next page.

Type	Description	Amount
In-Kind Donations		\$
Volunteer Labor At \$24.69 per hour		\$
<b>TOTAL NEIGHBORHOOD CONTRIBUTION (B)</b>		<b>\$</b>

<b>TOTAL PROJECT COST (A):</b>	\$ _____
<b>TOTAL NEIGHBORHOOD CONTRIBUTION (B) (CANNOT EXCEED A):</b>	\$ _____
<b>TOTAL REQUESTED FROM THE CITY OF EDWARDSVILLE ((A+B)÷ 2):</b>	\$ _____

SIGNATURE OF PROJECT CONTACT: \_\_\_\_\_

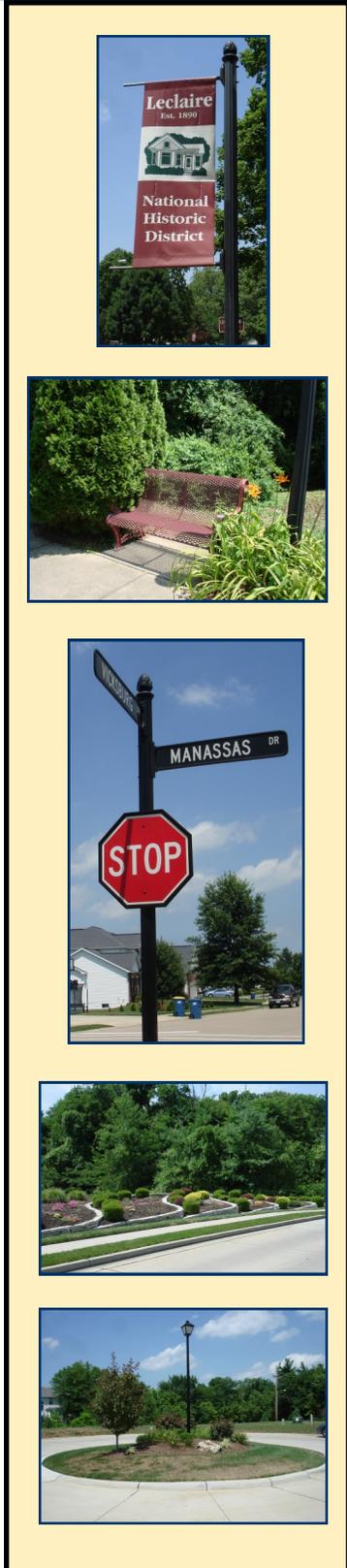
PRINTED NAME OF PROJECT CONTACT: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNATURE OF NEIGHBORHOOD LEADER: \_\_\_\_\_

PRINTED NAME OF NEIGHBORHOOD LEADER: \_\_\_\_\_

DATE: \_\_\_\_\_





# NEIGHBORHOOD *ENERGI* GRANT APPLICATION

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## PLEDGE OF VOLUNTEER HOURS

This form should be completed by those volunteering their time for the project listed on page 1 and should be submitted with the ENERGI application.

*Incomplete applications will not be reviewed.*

VOLUNTEER NAME	VOLUNTEER ADDRESS	TOTAL HOURS PLEDGED	TOTAL PLEDGE VALUE <i>(hrs. pledged X volunteer hourly rate of \$24.69/hr.)</i>	VOLUNTEER SIGNATURE
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
<b>Grand Total</b>			\$	