



2023 Placemaking Project

CALL FOR APPLICATIONS

Thank you for your interest in Greater Chattanooga REALTORS® Placemaking Projects, which transform underutilized and blighted spaces into safer, vibrant, and active public places for Chattanooga and Hamilton County.

We are providing applicants with the opportunity to suggest creative projects that are functional, safe, and attractive to the local community. This is your opportunity to redesign spaces for your community and enhance its beauty!

To have your idea considered for our next Placemaking Project, your application must demonstrate your proposed project will address a specific need/problem in the community, has community support, and is creative. Based on these criteria, Greater Chattanooga REALTORS® will evaluate applications to select our next Placemaking Project. We will focus on projects which can be built in under a year and cost less than \$25,000. In addition, the selected project teams must be willing to commit to working with the Greater Chattanooga REALTORS® to engage their communities, design, and implement the project.

It is essential that if your project is selected, Greater Chattanooga REALTORS® will rely on you to assist in communicating project details to the community. We will collaborate with you every step of the way to provide the resources needed to ensure the project is successful.

Be creative and have fun! Any number of ideas can be considered. Think of how small improvements can make tremendous changes. We look forward to collaborating with you to creatively improve our community!

Questions? Contact Christy Auld, Christy@gcar.net OR 423.702.7428

All applications must be received no later than 5:00 p.m. EST on Monday, July 31, 2023.

APPLICATION CHECKLIST

☐ **Complete the information form.**

Fill out all information completely and clearly.

☐ **Complete the project description.**

Answer the questions to describe your proposed project vision.

☐ **Attach at least three (3) letters of community support.**

Include letters from property owners adjacent to the site, area residents and business owners, neighborhood association leadership, City Council and County Commissioner Members, etc. Include photos of the site.

☐ **Attach site photographs.**

Include photographs that show the entire area you wish to enhance through this project.

☐ **Develop a preliminary site plan.**

Include sketches, drawings, maps, inspirational images, etc. that best illustrate your vision.

☐ **Sign and submit your completed application.**

Assemble all documents and support information into one (1) .pdf file and email to Christy Auld at christy@gcar.net with "Placemaking Application – Your Project Name" in the subject line. You may also mail the application package to the following: Greater Chattanooga REALTORS®, Attention: Christy Auld, 2963 Amnicola Highway, Chattanooga, TN 37406.

Questions? Contact Christy Auld, Christy@gcar.net OR 423.702.7428

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INFORMATION FORM

Please fill out all information completely and clearly.

Team Lead Contact Information

Name: _____

Representing Business/Organization: _____

Mailing Address: _____

Email: _____ Phone: _____

Additional Team Members

Please list contact information for other team members that will be involved in the project development. Include any additional members in a separate attachment if needed.

Name: _____

Email: _____ Phone: _____

Name: _____

Email: _____ Phone: _____

Name: _____

Email: _____ Phone: _____

Name: _____

Email: _____ Phone: _____

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Other Potential Partnerships

Please list contact information for other potential partnerships that will be involved or have an interest in being involved in the project development. This includes but is not limited to other community organizations, businesses, government entities, etc.

Partnership Name: _____

Contact Name: _____

Email: _____ Phone: _____

Questions? Contact Christy Auld, Christy@gcar.net OR 423.702.7428

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PROPOSED PROJECT SITE INFORMATION

Site Address: _____

Cross Streets: _____

Contact Information for the Owner of the Proposed Project Site:

Name: _____

Email: _____ Phone: _____

Has the Owner agreed to use the property for this project? _____

Neighborhood Association Contact Information: _____

City Council District: _____

County Commission District: _____

Project Site Criteria: The project site should lie within Hamilton County, Tennessee.

Project Description: Please respond to the following questions. You may use the space below or answer the questions in a separate attachment:

Please describe your placemaking project goals and vision.

Why have you chosen this location? What need and/or problem would this project solve?

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What activities will your project promote that will bring the community to this site?

How will your community be involved in the development of the project?

What makes your project especially creative, unique, or innovative?

Project Costs

Please list all costs (preferably itemized) associated with this project. These costs include but are not limited to materials, signage, landscaping, labor, permits, land costs, in-kind donations, etc.

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LETTERS OF SUPPORT

Please list at least three (3) parties (residents, businesses, organizations, elected officials, etc.) who have provided letters to support your application. Attach the letters with the application submission. You may provide additional letters and attach them to the application. These letters cannot come from team members that have been identified on the information form.

Name: _____

Business Organization: _____

Email: _____ Phone: _____

Name: _____

Business Organization: _____

Email: _____ Phone: _____

Name: _____

Business Organization: _____

Email: _____ Phone: _____

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GREATER
CHATTANOOGA
REALTORS®

2023 Placemaking Project

SITE PHOTOGRAPHS

Please attach photographs (.jpg files required) of your proposed site that clearly show the entire area you wish to enhance through this project.

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PRELIMINARY SITE PLAN

Please attach any supporting maps, drawings, documents, images, sketches, etc. that best illustrate your project vision and show us your project goals.

Questions? Contact Christy Auld, Christy@gcar.net OR 423.702.7428

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SIGN AND SUBMIT YOUR APPLICATION

By signing and submitting this application, you are confirming that, if accepted, you will commit to working with Greater Chattanooga REALTORS and its partners to attend any meetings relating to the project, lead the community engagement process to develop the project, engage in the design process of the project, and participate in the implementation process of the project:

Print Applicant Name: _____

Applicant Signature: _____

Date: _____

You may submit your completed application in one of two ways:

1. Assemble all documents and support information into one (1) .pdf file and email to Christy Auld at christy@gcar.net with "Placemaking Application – Your Project Name" in the subject line.
2. You may also mail the application package to:
Greater Chattanooga REALTORS®
Attention: Christy Auld
2963 Amnicola Highway
Chattanooga, TN 37406

REMEMBER: YOUR COMPLETE APPLICATION MUST BE RECEIVED NO LATER THAN 5:00PM ON MONDAY, JULY 31, 2023.

Questions? Contact Christy Auld, Christy@gcar.net OR 423.702.7428

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IMPORTANT DATES TO REMEMBER

APPLICATIONS OPEN: Thursday, June 1, 2023

APPLICATION SUBMISSION DEADLINE: Monday, July 31, 2023, at 5:00pm

TARGET PROJECT SELECTION ANNOUNCEMENT: Wednesday, November 1, 2023

Questions? Contact Christy Auld, Christy@gcar.net OR 423.702.7428

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WHAT TO EXPECT IF SELECTED

If selected by the Greater Chattanooga REALTORS® to receive the Placemaking Grant, you should expect the following:

- The Greater Chattanooga REALTORS® will apply for the grant with the National Association of REALTORS® (NAR) in 2024. The exact timing of that submittal is subject to the closing out of the previous year's project grant.
- Once NAR has approved the grant, you will have one (1) year to complete the project. However, the project needs to keep as close to your proposed timeline as possible to ensure there are no issues with completing the project within the allotted grant period.
- All project purchases must be made after you have been notified that NAR has approved the grant.
- All project purchases may be paid directly by the Greater Chattanooga REALTORS® or receipts may be submitted for reimbursement by the Greater Chattanooga REALTORS®. All direct payments or reimbursement requests must be made to Christy Auld.
- The Greater Chattanooga REALTORS® will work with you throughout the project to schedule workdays, if possible.
- The Greater Chattanooga REALTORS® will take photographs of the progress of the project and will ask for periodic updates throughout the project.

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