

Gathering Places Project

SUBMISSION REQUIREMENTS

Completed applications are due to Pomegranate Center offices by 5pm on April 15, 2011.

Application packets include the following:

- Cover Sheet: 1 page
- Narrative: not to exceed 5 pages
- Additional materials (pictures, maps, newsletters): not to exceed 5 pages

Submit two copies of complete application packets (cover sheet and narrative). Do not staple or bind. Only one set of additional materials is needed.

You may submit by mail or hand-delivery:

Mail: Pomegranate Center
Attention: Katya Matanovic, Managing Director
PO Box 486
Issaquah, WA 98027

Delivery: Pomegranate Center offices
1400 NW Maple Street
Issaquah, WA 98027

Please contact Katya Matanovic with questions: 425-577-6412 or katya@pomegranate.org.

Gathering Places Project

APPLICATION COVER SHEET

FOR INTERNAL USE

--	--

Project Name

Project Location/Address

Applicant Group(s)

Brief description of project:

Project Contact Person

Mailing Address, City, State, Zip

Day Phone

Email

Who is the property owner for the site you are proposing?

Do you have permission to build (outdoor) or retrofit (indoor) a gathering space there?

Gathering Places Project

NARRATIVE

In a separate document, not to exceed five pages, please address the following questions:

Proposed Idea (35 points)

1. What is your gathering place idea? Share any information you have about the gathering place – location, geography, size, history of the site, what's in the vicinity, neighbors, etc. (We do not expect you to have a design or even a vision yet.)
2. Why is this project important for your neighborhood? What will the process and space do for it?
3. Are there any obstacles you can see to completing this project successfully? What are they?

People: Matching Requirements (30 points)

4. List and briefly describe the roles of the people and/or groups involved in the project at this point.
5. List the people and/or groups that *should* be part of this process, but aren't yet. Briefly describe why you think they would be a good addition to the project.
6. Does your neighborhood have experience working together on similar projects in the past? If so, please provide examples. If not, please explain your theory as to why not.
7. Please list all Public Space Ranger volunteers (design, construction and fabrication professionals), noting the following information for each:
 - If they are confirmed or "request pending" participants
 - Their profession/expertise

Project Readiness (30 points)

8. Is there any existing momentum for this project? Please describe.
9. This is an intentionally fast project schedule. Please briefly describe why you believe your group will be able to jump in and complete the project by December 31, 2011.

Additional Resources (5 points)

10. In addition to the people you've listed, what are some of the other resources (in-kind, financial, etc.) that can help make this project possible? Some examples include:
 - Building materials like wood, concrete, stone
 - Food for volunteers
 - Financial contributions from municipal agency, local business or foundation
 - Entertainment for kick-off and opening events
 - Other

Additional Materials (optional)

Please submit up to five pages of additional materials (pictures, newsletters, maps) that you believe would help us understand your group or project better.