



## City of Westminster

### 2026 Neighborhood Enhancement Grant Program

---

Continuing with Westminster's vision of being a dynamic city with distinct neighborhoods, the City invites neighborhood groups and organizations to submit grant proposals for the 2026 Neighborhood Enhancement Grant. This year's emphasis is on **COMMUNITY BUILDING and SUSTAINABILITY**. The 2026 grant program will prioritize projects that emphasize sustainability, improve community interaction, and activate neighborhoods through placemaking, beautification, and recreation.

The Neighborhood Enhancement Grant Program makes funding available for projects that improve the appearance and quality of life of individual neighborhoods and areas within the City of Westminster. The City of Westminster supports residents and organizations desiring to improve or beautify their neighborhoods by providing improvement funds to qualified applicants.

#### **The criteria for project qualification are as follows:**

1. **Theme for 2026** - All projects must place an emphasis on **COMMUNITY BUILDING and SUSTAINABILITY** (things that are protective of our natural resources, enhance public spaces, bring people together, and promote social interaction).
2. There is a **\$ 10,000.00** maximum on the project award. The project itself may be of any size. Amounts awarded are subject to the direction of the Parks, Recreation, Open Space and Libraries Advisory Board (PROSLAB). Grants will be distributed either via reimbursement to the grant recipient upon completion of the project or paid directly to a verified contractor who is completing the work on behalf of the grant recipient.
3. The site must be within the City of Westminster. The project site must also be owned by, or under a long-term use agreement of the applicant. The following are **examples** of possible enhancement projects:
  - Community garden spaces – must be in a location with access to water
  - Free little library



- Benches, bike racks or small improvements and enhancements to neighborhood common areas or city parks
- Small enhancements to existing playground or recreation equipment, such as updating a traditional swing seat to an ADA swing seat
- Bat and /or bird houses, wildlife enhancements to neighborhood areas or parks
- Educational or interpretive signage
- Landscape enhancements to new and existing planting areas, water efficiency and reduction, and rain gardens
- Have other ideas? Reach out to discuss: [mnoltero@westminsterco.gov](mailto:mnoltero@westminsterco.gov)

#### **4. Grant Restrictions and Details:**

Items that will not be considered include, but are not limited to:

- Grants are not allowed for deferred maintenance.
- Residential signage and monuments for neighborhoods, lighting, fencing sections.
- Any project benefiting an individual homeowner.
- Watering and long-term maintenance costs will not be funded.
- Neighborhood block parties.

Projects should adhere to the following ideas:

- Grants must provide a public benefit and be publicly accessible, within the City.
- Groups are eligible for grants in consecutive years, however, preference will be given to new applicants.
- Wood landscape mulch will not be reimbursed, free wood mulch from the City is available.

#### **5. Please remember that all projects should be new enhancements and/or an upgrade with community benefit and NOT a maintenance project.**



## APPLICATION INSTRUCTIONS

1. **DUE DATE:** Requests for funding will be accepted starting **February 4, 2026** and must be submitted by **5:00 p.m. Friday March 13, 2026**. Selected applicants will be notified by Friday April 17. **Selected projects must be completed by October 31, 2026.**
2. **Applications must be submitted using the Application Form.** Download the form, save it to your computer, then you may fill in the form.

**ALL APPLICATIONS MUST BE SUBMITTED BY EMAIL to  
mnoltero@westminsterco.gov**

All emails must be limited to 10MB of attachments; multiple emails are acceptable.

3. **An Official Development Plan Amendment (ODP) may be required.** Following preliminary approval of a project by PROSLAB, staff will contact the planning division to initiate the ODP amendment process if necessary. Fees will be waived for application and recording. Details are on the Application Form.
4. PROSLAB has the responsibility of reviewing each project and shall select those projects that they believe fit the criteria and available funding.
5. **Projects involving landscape enhancements or that require significant manual labor will require the applicant to use a verified contractor, such as a landscape or general contractor.** Exceptions may be made at the discretion of PROSLAB, if the applicant can provide a satisfactory participant and volunteer work plan.
6. Projects involving landscape enhancements or community garden spaces must have adequate access to water and irrigation for long-term sustainability of the site.
7. Project ideas and descriptions may be phased, however, there is no guarantee that further phases will be funded, even if your first phase is awarded a grant. Preference will be given to new applicants each year.
8. Suggested considerations that are advantage on applications include a higher match from the applicant, a good plan for long-term maintenance, and innovative ways to contribute to neighborhood interaction and participation.
9. Discussion of other payment or credit options, such as combining with other grants or in-kind services may be included in the application. Please plan your project accordingly. We strongly recommend reaching out to discuss the project prior to final submittal.
10. A current W-9 for your organization will be required if the applying entity is to be directly reimbursed, or a current W-9 for a grant recipient's selected contractor will be required for direct payment to the contractor. Verification of the W-9 will occur prior to dispersing funds.



WESTMINSTER

11. Each request shall be accompanied by a site plan and description.



Applicants must also complete a short narrative explaining the long-term maintenance plans and responsibilities for the area. The City shall not assume maintenance of any projects, including those on City property.

12. **All funds granted shall be non-transferable and must be used for the project as approved by PROSLAB. Any changes, substitutions or delays must be approved in writing by PROSLAB.**
13. Each applicant must provide the City with a statement stating the project is completed along with the required closing narrative, photos and the requested grant award amount.
14. The application form should be completed in its entirety and have all attachments (site plan, location map, etc.)



WESTMINSTER