

Neighborhood Matching Fund Administrative Records, 1988-2009

Overview of the Collection

Creator	Seattle (Wash.). Dept. of Neighborhoods
Title	Neighborhood Matching Fund Administrative Records
Dates	1988-2009 (inclusive) 1988 2009
Quantity	2 cubic feet, (2 boxes)
Collection Number	5756-01
Summary	Records documenting the administration of Neighborhood Matching Fund grants.
Repository	Seattle Municipal Archives Seattle Municipal Archives Office of the City Clerk City of Seattle PO Box 94728 98124-4728 Seattle, WA Telephone: 206-233-7807 Fax: 206-386-9025 archives@seattle.gov
Access Restrictions	Records are open to the public.
Languages	English
Sponsor	Funding for processing this record series was provided through a grant from the National Historical Publications and Records Commission.

Historical Note

The Department of Neighborhoods was created in 1991 by consolidating staff from the Executive Department's Citizens Service Bureau and Office of Neighborhoods, the Community Service Centers of the Department of Human Resources, and the Neighborhood Assistance Division of the Department of Community Development. The Office of Urban Conservation, the City's historic preservation agency, was added in 1992. The following year, the department added a community development function by taking over projects in the Central Area, Southeast Seattle, and the Port of Seattle. In 1999, the Neighborhood Planning Office was abolished and its continuing functions were assumed by the Department of Neighborhoods. The Department's mission is to bring local government closer to the citizens by maintaining a responsive presence in Seattle neighborhoods, by responding to citizen concerns and complaints, and providing a communications link for neighborhoods on City issues that will have an impact on them. The department operates the Neighborhood Service Centers (Little City Halls), administers the Neighborhood Matching Grant Program, staffs the Landmarks Preservation Board, and manages the P-Patch program.

Content Description

Records documenting the administration of Neighborhood Matching Fund grants, covering outreach and promotion, guidelines, application materials, and review and evaluation. Also includes administrative records of smaller programs under the NMF umbrella, including Small and Simple, Race Relations and Social Justice, Tree Fund, and Small Sparks.

Use of the Collection

Preferred Citation

[Item and date], Neighborhood Matching Fund Administrative Records, Record Series 5756-01. Box [number], Folder [number]. Seattle Municipal Archives.

Administrative Information

Detailed Description of the Collection

Container(s)		Description	Dates
Box	Folder		
1	1	Startup and Application Materials	1988
1	2	Matching Fund Task Force	1988
1	3	Review Process	1988
1	4	Guideline Development	1988
1	5	Budget	1988-1989
1	6	Law Dept.	1988-1998
1	7	Outreach / PR	1989
1	8	Guideline Development	1989
1	9	Application and Review Process	1989

Container(s)		Description	Dates
1	10	Guideline Development	1989-1990
1	11	Budget	1989-1990
1	12	Outreach / PR	1990
1	13	Application and Review Process	1990
1	14	Small and Simple Grants	1990-1991
1	15	Application and Review Process	1991-1992
1	16	Guideline Development and Evaluation	1991-1993
1	17	Outreach / PR	1992
1	18	Application and Review Process	1992
1	19	Outreach / PR	1992-1993
1	20	CDBG	1992-1996
1	21	Application and Review Process	1993
1	22	Volunteer Insurance	1993-1995
1	23	Application and Review Process	1994-1995
1	24	Outreach / PR	1994-1996
1	25	Neighborhood Matching Fund Committee	1994-1997
1	26	Resource Development / Alternative Funding	1994-2006
1	27	Application and Review Process	1995-1996
1	28	Application and Review Process	1996-1997
1	29	Tree Fund	1996-1998
1	30	Tree Fund	1996-1999

Container(s)		Description	Dates
1	31	Outreach / PR	1996-1998
1	32	Budget	1997-1998
1	33	Application and Review Process	1997-1998
1	34	Neighborhood Leadership Institute	1997-1999
2	1	Budget	1998
2	2	Presentation / Overview	1998
2	3	Small Starts	1998
2	4	Neighborhood Matching Fund Committee	1998-1999
2	5	Policy	1998-2000
2	6	Small Sparks - Workshops	1998-2001
2	7	Application and Review Process	1999
2	8	Neighborhood Matching Fund Committee	1999-2000
2	9	Outreach / PR	1999-2001
2	10	Budget	1999-2001
2	11	Small Sparks - Handouts and Brochures	1999-2002
2	12	Small Sparks - Program Administration and Development	1999-2003
2	13	Project Manager Handbook	2000
2	14	Quick Information Sheets	2000
2	15	Application and Review Process	2000-2001
2	16	Performance Measures	2000-2001
2	17	Neighborhood Matching Fund Committee	2000-2001

Container(s)		Description	Dates
2	18	Youth Initiatives	2000-2001
2	19	SDOT Review Process and Guidelines	2000-2001
2	20	Small Sparks - Coaching	2000-2001
2	21	Small Sparks - Evaluation	2000-2003
2	22	Small Sparks - Events	2000-2007
2	23	Application and Review Process	2001-2002
2	24	Tree Fund	2001-2004
2	25	Ideas Fair	2001-2004
2	26	Small Sparks - Projects / Stories	2001-2006
2	27	Small Sparks - Case Study	2002
2	28	Survey	2002
2	29	Small Sparks Advisory Group	2002-2003
2	30	Application and Review Process	2002-2003
2	31	Chronology of NMF Ordinances	2003
2	32	Community Organizing Projects	2003
2	33	Application and Review Process	2003-2004
2	34	Race Relations and Social Justice Grants	2003-2005
2	35	Outreach / PR	2003-2006
2	36	Application and Review Process	2005
2	37	Guideline Development	2005
2	38	Tree Fund	2005-2008

Container(s)		Description	Dates
2	39	Evaluations	2005-2008
2	40	Application and Review Process	2006
2	41	Survey	2006
2	42	Project Manager Handbook	2007
2	43	20th Anniversary	2008
2	44	Investments by Neighborhood	2009

Names and Subjects

Subject Terms :

Community development, Urban--Washington (State)--Seattle

Grants-in-aid--Washington (State)--Seattle

Neighborhoods

Corporate Names :

Seattle (Wash.). Dept. of Neighborhoods

Geographical Names :

Seattle

Seattle (Wash.)

Finding aid prepared by Julie Kerssen
2010