



**Neighborhood Name:
First Street Neighborhood
Association**

Application Contents Checklist Neighborhood Small Grants Program (NSGP)

To make sure your Application is complete, please check (✓) the items below that you are including in this package. **Some items are required.** Include this page with your Application.

Application Documents

- A clean, easily readable copy of your Application, with all sections filled out and questions addressed. (*Applications written in pencil will **not** be accepted.*)
- Any price quotes, news articles, design plans, photographs and other supporting documents (if applicable). (**All attachments must be 8.5x11 in size and suitable for copying.**)
- A letter of support from each partner organization (see guidelines for further explanation, if applicable). This is required if applying for a \$4,500 grant.
- Other letters of support if applicable.

Fiscal Sponsorship Documents

- We are requesting that the East Tennessee Community Design Center serve as our Fiscal Sponsor. (No document required.)*

However, if you are **not** using the Design Center as your Fiscal Sponsor, you must include either:

- A copy of your group's 501(c)(3) tax-exempt certification letter from the IRS.

or

- A letter from your own Fiscal Sponsor indicating that it has agreed to accept, monitor and account for your grant funds, **and** that organization's 501(c)(3) certification letter.

Organization Documents

- Your organization's two most recent treasurer's reports **OR** bank statements.
- A list of officers and board members, as well as their addresses, telephone numbers and email addresses.
- A copy of your bylaws. (If you have no bylaws, please include a statement explaining your procedures for electing officers and conducting the organization's business.)

Application Submission and Deadline

Applications submitted via email, mail, or in person must be received no later than **4:30 p.m. Monday, July 24, 2023.**

- **No application will be accepted beyond this deadline.**
- **No application will be accepted by fax.**
- **No application will be accepted written in pencil.**
- **No application will be accepted with missing documentation.**

If you wish for the Office of Neighborhood Empowerment to **review your application for completeness**, you may turn in your application no later than **4:30 p.m. Monday, July 10.**

By email to: Hayley Howard
hhoward@knoxville.gov

AND

Debbie Sharp
dsharp@knoxville.gov

By mail to: Office of Neighborhood Empowerment
City of Knoxville
P.O. Box 1631
Knoxville, TN 37901

By hand to: Office of Neighborhood Empowerment
Room 546
City County Building
400 Main Street
Knoxville, TN 37902



Application Form
Neighborhood Small Grants Program
(NSGP)

Application Deadline: **4:30 p.m. Monday, July 24, 2023**

A. Organization Profile

Organization First Street Neighborhood Association

Coordinator/Workshop Attendee Jane Doe

Mailing Address 123 First Street, Knoxville, TN Zip 37916

Phone (865) 555-1234 Email JaneDoe@FirstStreetNeighbors.com

Neighborhood Boundaries

North 100 Block of First Street

South 200 Block of Second Street

East 300 Block of Third Street

West 400 Block of Fourth Street

Approximately how often did your neighborhood group meet in the last 12 months?

8-12 times X 3-7 times 2 times 1 time no meeting

On average, how many members/neighbors attend each meeting? 25

Do you have by-laws or operating rules? YES X NO

How often do you elect new leaders? Annually (December Board Meeting)

Does your organization have a checking account? YES X NO

Name of Your Treasurer John Doe

Phone (865) 555-9876 Email JohnDoe@FirstStreetNeighbors.com

Treasury

- Please attach your two most recent treasurer's reports **OR** bank statements to this Application. (Do NOT submit your annual budget.)
- Please provide your total cash on hand as of the date of this application.
\$100

(Include funds in checking & savings accounts and any other funds at your disposal.)

If your total cash on hand exceeds the amount of your request, please explain why it cannot be used for this project.

N/A

Describe your neighborhood and its residents.

For example, you may wish to describe the diversity of people who make up your neighborhood. Use one additional sheet, if necessary.

The First Street Neighborhood is located in downtown Knoxville. It includes 2 city blocks featuring 122 privately owned condominiums and 138 apartments. When both residential buildings are fully occupied, there will be approximately 800 neighbors. Though its geographic footprint is relatively small, neighbors share an appreciation for community living and enjoy a vibrant urban lifestyle that includes participation in many activities and events that occur in the downtown area and on the UT campus. Neighbors also welcome opportunities for active engagement with surrounding neighborhood organizations. Most of the residents are adults that include retirees, professionals, technicians, craftsmen, or personnel in administrative, sales, or service positions. While some of the condos are rented, most are owner-occupied.

Tell us about your neighborhood organization.

Include how your organization currently conducts outreach to your neighbors. Use one additional sheet if necessary.

The mission of the First Street Neighborhood Association (FSNA) is to improve the quality of life among its residents by striving to build a sense of community, expanding social networks, collaborating with local businesses and other neighborhood associations, cultivating relationships with local government, and working to secure funding for neighborhood projects. FSNA conducts outreach to its neighbors in several ways: (1) FSNA electronic newsletter (90+ subscribers); (2) website – FirstStreetNeighbors.com; (3) Facebook group page (33 registered members); (4) bimonthly Second Monday social events (average attendance of 30 neighbors); and (5) quarterly Board Meetings (average attendance of 15 neighbors).

B. Grant Request

Project Name First Street Neighborhood Association Butterfly Habitat

Amount Requested \$3,000 (\$500 minimum to \$3,000 maximum)

This amount should equal the figure on top line of Page 9 and top line of Page 10.

Please Note: Dollars you receive from the Neighborhood Small Grants Program must be matched on a dollar-for-dollar basis with other contributions.

Project Starting Date January 1, 2024 (approximate date)

Project Ending Date December 31, 2024 (no later than January 31, 2025)

Date of Pre-Application Workshop: April 25, 2023

Jane Doe represented our group at the Pre-Application Workshop. **This must be the project coordinator for this grant cycle.**

Fiscal Sponsorship

City grants can be made only to tax-exempt organizations with 501(c)(3) status. See Page 4 of the Application Guidelines.

Please check the choice that applies to your organization:

Our group has a valid 501(c)(3) determination letter from the IRS and will receive funds directly rather than use a fiscal sponsor.

We will use East Tennessee Community Design Center as our fiscal sponsor. **The Design Center provides this service under contract with the City.**

We will use the following 501(c)(3) organization as our fiscal sponsor:

Name _____

Address _____

Contact Name _____

Phone _____ Email _____

C. Your Project

Describe the project or activities for which you are requesting funding and support.

Address such questions as: How was the project selected? Who will carry it out? What do you hope to achieve or accomplish by doing this project? How will it improve the neighborhood? (Please attach a sketch of the proposed design of physical projects, such as parks, signs, and major landscaping projects.)

SCOPE OF PROJECT: This project involves the design, construction, and ongoing maintenance of at least 2 garden beds that will provide approximately 200 total square feet of garden space to be shared by the neighborhood. The garden space will include more than 60 perennial plants and a variety of other annual plants to provide a welcoming habitat for butterflies. It will also include features that will accommodate other essential needs of butterflies throughout their life cycle, including: (a) natural structures to provide shelter from wind and rain, (b) appropriate platforms for butterflies to bask in the sun to provide the heat and energy they need to fly, (c) readily available sources of nectar to nourish them since they have no chewing mouth parts, (d) structures to create persistent puddles to allow them to sip and benefit from dissolved salts, (e) abundant safe locations for adult butterflies to lay their eggs, and (f) specially selected host plants to nourish feeding larvae. FSNA will consult with local butterfly and garden experts to ensure the final plant selection is appropriate for the species native to our area among the more than 160 butterfly species in Tennessee.

PROJECT SELECTION: This project was selected because it satisfies several of the project area priorities that emerged from interest surveys conducted among our neighbors, including highly ranked priorities related to green-ways, get-togethers, amenities, and gardens. It will also actively compliment other habitat projects in Knoxville created to offset the ecological disruption that often occurs as a result of urban development.

NEIGHBORHOOD VOLUNTEERS: This project will be designed, constructed, and maintained by the residents of our neighborhood. Whenever possible, two neighbors will be encouraged to perform the work that might otherwise be performed by a single neighbor.

EXPECTED ACHIEVEMENTS: This project will achieve many things for our neighbors. It will:

- (1) Provide opportunities for neighbors to perform physical work side by side;
- (2) Encourage neighbors to get to know one another and form new relationships;
- (3) Provide opportunities for neighbors to share in the satisfaction of being able celebrate the results of their work;
- (4) Promote a sense of neighborhood pride; and
- (5) Provide valuable experience in teamwork that will be important for future neighborhood projects.

NEIGHBORHOOD IMPROVEMENTS: This project will improve the neighborhood in several ways. It will:

- (1) Further define the identity of the neighborhood and promote its commitment to maintaining a healthy ecosystem;
- (2) Enhance the natural beauty of the neighborhood;
- (3) Generate visitor interest in the neighborhood;
- (4) Help the neighborhood become nationally recognized as a certified butterfly waystation by the North American Butterfly Association;
- (5) Compliment butterfly habitat projects sponsored by other Knoxville neighborhoods; and
- (6) Serve as a model for other neighborhoods interested in implementing similar projects.

ATTACHMENTS: A map showing possible garden bed zones, sketches of designs similar to the garden beds proposed for this project, and letters expressing support for the project from Animal Lovers of Knoxville, Jake's Greenhouse, Grey Gardens, and Mason's Hardware are included as attachments.

How will your project connect and engage residents in your neighborhood?

This project will connect and engage residents in our neighborhood in the following ways:

- (1) Neighbors will form a "Butterfly Habitat Club" to plan all garden-related activities and make all important decisions, including plant selection and any modifications to the gardens;
- (2) Members will recruit other neighbors to help with bed preparation, planting, fertilizing, mulching, watering, weeding, pruning, harvesting seeds, making cuttings, and winterizing plants;
- (3) One of our core engagement principles to encourage participation will be to encourage two neighbors, whenever possible, to perform the work that might otherwise be performed by a single neighbor;
- (4) Quarterly FSNA "Butterfly Social" events will be held to generate wider interest and maintain ongoing participation in the project;
- (5) Neighbors will "earn their wings" through a "Butterfly Wings" recognition program by participating in events and activities related to the project;
- (6) Neighbors will be encouraged to support the project through donations to a "Garden Fund." Each donation will be on the FSNA web site;
- (7) Members will maintain an album of photos and articles related to the project; and
- (8) Members will provide educational "tours" of the gardens for visiting groups of children.

D. Measure the Results

What are your project goals? How will you measure your success?

Measurable goals could be things like frequency of a particular activity (potluck supper), number of residents participating in a social event, number of residents reached in a door-to-door survey, and percentage of those residents who get involved in the organization in some way.

You can also measure success with more subjective evidence, such as testimonials, first-hand accounts, and narratives of the impact of your project.

- At least 5 neighbors will plan the butterfly garden & habitat during year 1.
- At least 10 neighbors will work on the habitat site construction during year 1.
- At least 10 neighbors will work on planting activities during year 1.
- At least 15 neighbors will work on maintenance of the habitat during year 1.
- At least 4 "Butterfly Social" events will take place during year 1.
- At least 35 neighbors will attend at least one "Butterfly Social" event during year 1.
- At least 10 neighbors will "earn their wings" during year 1.
- At least 20 neighbors will contribute to the perPETual Garden Fund during year 1.
- At least 8 children will participate in a garden "tour" during year 1.
- FSNA will achieve a Butterfly Garden Certification by July, 2024.

E. Project Work Plan and Timeline

Please complete the following Project Work Plan and Timeline. Chronologically and separately list each key step or task that will be necessary to carry out your project; name the actual person(s) in charge of carrying out each task (**DO NOT put “Board” or “Committee”**); and indicate with a check mark in which quarter the task is to be completed. Be very specific and breakdown the tasks. **The more neighbors listed, the better.**

Project Work Plan & Timeline

Project Tasks	Person(s) Responsible	Jan-Mar 2024	Apr-Jun 202	Jul-Sep 2024	Oct-Dec 2024
Garden Club Established	Jane Doe	X			
Garden Bed Sites Approved	Adam Adams	X			
Butterfly Social Event Held	Jane and John Doe	X	X	X	X
perPETual Garden Fund Established	Clark Adams		X		
Plants Selection Approved	Alex Ramirez and Amy Kim		X		
Maintenance Schedule Set	Aisha Sutherland		X		
Garden Beds Constructed	Adam and Clark Adams		X		
Planting and Seeding	Jack Lowe		X		
Ongoing Maintenance	Ruby Lowenstein	X	X	X	X
Plants Winterized	Jim and Pam Gellar				X
Data Reported	Jane Doe		X		X
Certification Application	Jane Doe				X

F. Proposed Project Budget – Income and Expenses Will Be Equal

Estimated Cash Income

Total Cash Income includes the amount of your request from NSGP, your group’s cash contribution, cash contributions from others, and project income.

Source	Amount
Neighborhood Small Grants Request	\$ 3,000.00
	\$
	\$
	\$
	\$
Total Estimated Cash Income	\$ 3,000.00

******* Total Cash Income must equal Total Cash Expenses. *******

(Don’t forget to include the fee for fiscal sponsorship. Be specific. Provide estimates if possible.)

Estimated Cash Expenses

Item	Amount
East Tennessee Community Design Center Fiscal Sponsorship fee (N/A or \$100.00)	\$ 100.00
Garden Equipment	\$ 214.00
Site Preparation	\$ 495.00
Plants and Seeds	\$ 635.00
Garden Supplies	\$ 345.00
Watering System Supplies	\$ 1,211.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Estimated Cash Expenses	\$ 3,000.00

G. Matching Contributions – Need To Be Equal or Greater Than Grant Request

The money you receive from the Neighborhood Small Grants Program must be matched on a dollar-for-dollar basis. **The total of your matching contributions must equal or exceed the amount requested from NSGP.** Funds from other City of Knoxville sources, such as City Council 202 funds, can be used in an NSGP-funded project, but they **cannot** be used for the match. **At least one third of the match must be in the form of volunteer labor provided by three or more residents. All matching contributions can come from volunteer labor.**

For volunteer labor, calculate the value based on \$15/hour. Labor donated for specific professional services can be charged at that professional’s rate, which should be specified in a letter to you by the professional and attached to this Application.

Neighborhood Small Grants Request	\$ 3,000.00
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Matching Contributions

Type and Source	Value
Volunteer Labor	
Planning (5 neighbors x 10 hrs. x \$15)	\$ 750.00
Construction (10 neighbors x 10 hrs. x \$15)	\$ 1,500.00
Planting (10 neighbors x 5 hrs. x \$15)	\$ 750.00
Maintenance (15 neighbors x 10 hrs. x \$15)	\$ 2,250.00
Cash Income (other than NSGP or City of Knoxville)	
	\$
	\$
	\$
Donated Goods & Services – include discounts (list separately)	
Vehicle and Fuel (10 hrs. x \$20)	\$ 200.00
Equipment Storage Space (12 mo. x \$50)	\$ 600.00
Water (125 gal./week x 12 weeks = 1,500 gal.)	\$ 10.00
	\$
	\$

Total Estimated Matching Contributions	\$ 6,060.00
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H. Budget Narrative

Some line items in your project budget and matching contributions may need an explanation. If so, use this space to elaborate.

GARDEN EQUIPMENT - hand trowels (5), pruners (3), lopper (1), shovels (3), rakes (2), wheelbarrow (1), tarp (1), gloves (8). SITE PREPARATION - soil analysis (2), rented tillers (2), landscape timbers (9), boulders (3), stepping stones (6). PLANTS & SEEDS host & nectar plants (60 - 1 Gal), nectar bushes (4 - 3 Gal), seed packets (6)

GARDEN SUPPLIES - organic bed mix (48 cu ft.), manure (600 lbs.), organic fertilizer (16 lbs.), brown mulch (48 cu ft.), plant ID stakes (75), plant support stakes (75)

WATERING SYSTEM SUPPLIES - professional underground waterline installation (1 frost-proof spigot (1), garden extension hoses (2), soaker hoses (2), hose nozzles (2), garden sprinklers (4), rain barrels (2).

DONATED GOODS & SERVICES - donated vehicles & fuel for transport of equipment, plants & supplies (provided by neighbors); communal equipment storage space for garden tools & supplies (provided by neighbors), water for irrigation (provided by neighbors)

Whenever possible, preference will be given to goods and services provided by locally owned or operated Knoxville businesses. A detailed budget showing specific item description, unit costs, and quantities is available upon request.

How will the project or improvements be maintained after the grant ends? Have you been able to identify other possible sources of funding?

The estimated cost for maintaining the project is \$500 per year. Neighbors will be encouraged to support the project through donations. Donations to the "Garden Fund" will be on the FSNA web site. If the Garden Fund was the only source of funding for this purpose, twenty-five \$20 donations per year would be required. With the constantly changing population of residents, this is certainly achievable. Other strategies will include discretionary donations by neighbors at "Butterfly Social" event

If you receive some funds, but not the total amount you requested, how would you modify your project?

If we receive some funds, but not the total amount we have requested, we would of course be disappointed. We would still move forward however by reducing the size and scale of our project. We reduce the size of our garden beds and the number of plants. It would reduce the impact on neighborhood participation and the butterfly population, but we would at least build the foundation for future expansion.

Authorization

Please Note: Three signatures from unrelated, separate households are required.

We the undersigned are the duly authorized representatives of the Applicant Organization. We confirm that we have read all terms and conditions listed in the Application Guidelines of the Neighborhood Small Grants Program, and that if funded, our organization will comply with the stated guidelines for the use of city funds, save all receipts, and account for all expenditures.

1. _____ Jane Doe _____ President
Print Name Title

_____ Jane Doe _____ 1/25/23
Signature Date

2. _____ Clark Adams _____ Vice President
Print Name Title

_____ Clark Adams _____ 1/26/23
Signature Date

3. _____ Pam Gellar _____ Activities Chair
Print Name Title

_____ Pam Gellar _____ 1/26/23
Signature Date

Applications submitted by email must include these signatures. Please submit the original of the signature page by scanning it and including it with your Application. Or you can send the original signature page via mail **no later than 4:30 p.m. on Monday, July 24, 2023.**

developments and businesses on the south side of the Tennessee River in downtown Knoxville. The association will achieve its mission by building a greater sense of community; expanding the social network of its members; cultivating long-term relationships with local government; collaborating with other neighborhood groups; and securing funding and support to implement neighborhood projects. Some of the benefits will be improved safety and security; increased property values and promotion of the City of Knoxville.

DISSOLUTION. Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Article I. NAME AND PURPOSE

Section 1.1 NAME. The NAME of this organization shall be the First Street Neighborhood Association, hereafter referred to as THE ASSOCIATION.

Section 1.2 PURPOSE. The Bylaws shall govern THE ASSOCIATION and its members.

Article II. MEMBERSHIP

Section 2.1 ELIGIBILITY FOR MEMBERSHIP. Any current resident and/or or property owner is eligible for Membership in THE ASSOCIATION upon completion of a Membership Application form. Eligibility may be expanded in the future to include residents in other multi-family developments and/or other businesses in the nearby vicinity.

Section 2.2 HONORARY MEMBERSHIP. Any person may acquire Honorary Membership in THE ASSOCIATION by a simple majority vote of the Membership at a regularly scheduled meeting. Honorary Membership entitles the person to a mailed copy of newsletters and participation in neighborhood events for one year from the date of membership. Honorary Membership does not include voting rights.

Section 2.3 ANNUAL DUES. There shall be no annual dues.

Section 2.4 VOTING RIGHTS. Each Member is entitled to one vote in all Association elections.

Section 2.5 TERMINATION OF MEMBERSHIP. A member may be removed by a simple majority vote of the membership.

Section 2.6 RESIGNATION. Any Member may resign by filing a written resignation with the Secretary-Treasurer of THE ASSOCIATION.

Article III. OFFICERS

Section 3.1 OFFICERS. The officers of the Association shall be a President, a Vice-President, a Secretary-Treasurer and a Communications Director. The four officers shall constitute the BOARD OF DIRECTORS.

Section 3.2 ELECTION. At the annual meeting of the full membership, the voting members of the Association shall nominate officers. The officers shall be elected by a simple majority vote for a term of one (1) year (or until successors are elected). The term of office shall begin at the close of the annual meeting.

Section 3.3 DUTIES. The duties of the officers are as follows:

- The PRESIDENT shall be the principal executive officer of THE ASSOCIATION and shall preside over all meetings, represent THE ASSOCIATION on public occasions, and make such committee appointments from the membership as shall be deemed advisable for the effective conduct of the work of THE ASSOCIATION.
- The VICE-PRESIDENT shall assist the President as the President requests, and represent THE ASSOCIATION on appropriate occasions. The Vice-President shall also, in the absence or disability of the President, perform the duties and exercise the powers of the President of THE ASSOCIATION.
- The SECRETARY-TREASURER shall keep attendance records and record the proceedings of all meetings, maintain adequate records of THE ASSOCIATION activities, conduct such official correspondence as shall be required, collect, safeguard, disburse and make periodic reports of all funds collected in the name of THE

ASSOCIATION.

- The COMMUNICATIONS DIRECTOR shall be responsible for keeping a list of current members and managing all member communication and related marketing, including updating the web site, managing e-mail lists, and managing a neighborhood wide mailing lists.
- The duties of the officers shall not be limited as enumerated above, but they may discharge in addition such duties as are assigned by THE ASSOCIATION Membership.
- Unless so authorized, no officer shall have any power or authority to bind THE ASSOCIATION by any contract or engagement, to pledge its credit, or to render if liable for any purpose or in any amount.

Section 3.4 VACANCIES AND REMOVAL FROM OFFICE. Any Officer may be removed by a two-thirds majority vote of the members of THE ASSOCIATION (excluding the Officer to be removed). Upon the death, removal, resignation, or incapacity of an Officer of THE ASSOCIATION, a simple majority of THE ASSOCIATION shall elect a successor.

Section 3.5 MANAGEMENT. The Association shall be managed by the Officers so elected, with powers consistent with these Bylaws of THE ASSOCIATION.

Article IV. MEMBER MEETINGS

Section 4.1 PLACE OF MEETINGS. Meetings of the Members shall be held in the City View Community Room or at any other place the President or a simple majority of the Members may from time to time select.

Section 4.2 REGULAR MEETINGS. Regular meetings of THE ASSOCIATION shall be held quarterly, at a time and place designated by the President.

Section 4.3 ANNUAL MEETING. An annual meeting of the Members shall be held in the month of October of each year, if possible. At such meeting, the Members shall elect the Officers of THE ASSOCIATION, receive reports on the affairs of THE ASSOCIATION, and transact any other business that is within the power of the Members. If an annual

meeting has not been called and held within six months after the time designated for it, any Member may call the annual meeting.

Section 4.4 SPECIAL MEETINGS. Special meetings of the Members may be called by the President, by a simple majority of the Officers of THE ASSOCIATION, or by five percent (5%) or more of the Members entitled to vote.

Section 4.5 NOTICE OF MEETINGS. A written or printed notice of each meeting, stating the place, day, and hour of the meeting, shall be given by the Secretary-Treasurer of THE ASSOCIATION, or by the person authorized to call the meeting, to each Member of record entitled to vote at the meeting. This notice shall be given at least seven (7) days before the date named for the meeting. Delivery of notices may include email, text, social media, and/or regular mail.

Section 4.6 ADVISORY BOARD. Motivated Members interested in regularly participating in discussion, decision making and helpful activities to move specific projects forward may volunteer to serve on the Advisory Board. Advisory Board Members are encouraged to participate on ad hoc committees.

Section 4.7 COMMITTEE MEETINGS. The Association may establish ad hoc committees as deemed necessary to pursue its stated objectives. The President shall encourage Advisory Board Members to participate as committee members and appoint others to participate under certain circumstances. Committee meetings may take place as deemed necessary by the Committee Chair to pursue its stated objectives.

Section 4.8 QUORUMS. The Members present at any properly announced meeting shall constitute a quorum at such meeting.

Section 4.9 DECISIONS. Unless otherwise stated in these bylaws, all issues shall be decided by a simple majority vote of members present at the meetings.

Article V. FINANCES

Section 5.1 EXPENDITURES. Expenditures in excess of One Hundred Dollars (\$100) during any month must be approved by simple majority

vote of the Membership present at a properly announced meeting of the Membership. Printing of a Neighborhood Newsletter, Neighborhood Informational Notices and the Neighborhood Directory are exempted by this rule.

Section 5.2 FINANCIAL REPORTS. Quarterly and Annual Financial Reports shall be prepared by the Secretary-Treasurer and presented to the Members at the quarterly and annual meetings.

Article VI. AMENDMENTS TO BYLAWS

Section 6.1 PROCEDURE. These Bylaws may be amended by a two-thirds majority vote of those present at any regular meeting of the Members of THE ASSOCIATION, provided seven days written notice of the proposed amendment and of the meeting is given.

Section 6.2 ACCEPTANCE. Acceptance of these Bylaws shall be by a two-thirds majority vote of those present at any regular meeting of the Members of THE ASSOCIATION, provided written copies of the Bylaws and written notice of the meeting is given to all Members at least seven days prior to the meeting.

Section 6.3 NONCOMPLIANCE. Noncompliance with the Bylaws of THE ASSOCIATION may result in termination of membership for the offender, upon a two-thirds majority vote by the membership of THE ASSOCIATION. Under no circumstance will noncompliance with any section of these Bylaws constitute the forfeiture of the rights of THE ASSOCIATION to exist or the rights of THE ASSOCIATION to enforce the Bylaws of THE ASSOCIATION.

Article VII. INDEMNIFICATION

THE ASSOCIATION shall, to the extent legally permissible, indemnify each person who may serve or who has served at any time as an officer, director, or employee of THE ASSOCIATION against all expenses and liabilities, including, without limitation, counsel fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any threatened, pending or completed action, suit or proceeding in which they may become involved by reason of their service in such

capacity; provided that no indemnification shall be provided for any such person with respect to any matter as to which they shall have been finally adjudicated in any proceeding not to have acted in good faith in the reasonable belief that such action was in the best interests of THE ASSOCIATION; and further provided that any compromise or settlement payment shall be approved by a majority vote of a quorum of directors who are not at that time parties to the proceeding.

ORIGINAL DATE ADOPTED: November 22 2017

Debbie Sharp
Office of Neighborhoods
City of Knoxville
P.O. Box 1631
Knoxville, TN 37901



Dear Ms. Sharp,

I am writing as Director of Knoxville Butterfly Conservatory to show my support First Street Neighborhood Association's application for the Neighborhood Small Grants Program to implement the First Street Neighborhood Association Butterfly Habitat project.

The Knoxville Butterfly Conservatory is a citizen science project of the Knoxville Wildlife Coalition to monitor butterfly population trends on managed lands across Tennessee. We strive to connect butterfly enthusiasts with public lands, help land owners manage their properties for the benefit of pollinators and inspire the public to enjoy and protect butterflies and other pollinators.

We support the efforts of communities to work together to provide much-needed habitat for native pollinators. In addition to the benefits of increased pollination and therefore yield for local vegetable gardens and fruit trees, research has shown that people who spend time in nature, including urban gardens, have decreased levels of anxiety, stress and depression; improved memory and concentration, and improved physical and mental health. Communities working together towards a common goal to improve community well-being create greater cohesion, trust, and improve conflict resolution. Learning and creativity are also enhanced, which provide many other benefits.

Due to habitat fragmentation often created by urban areas, small patches of habitat like the First Street Neighborhood Association Butterfly Habitat are important to help connect larger habitats together to allow pollinators greater access to resources and improve gene flow. This creates greater resilience to changes in the habitat and a stronger, healthier ecosystem. Since pollinators help provide 30% of the world's crops and 90% of wild plant pollination, our communities would struggle to survive without pollinators in resilient ecosystems.

I believe this project will be worthwhile for the community due to the many obvious and subtle benefits that it can provide for the local community and the ecosystem.

Sincerely,

Kevin Michaelson

Director, Knoxville Butterfly Conservatory

Debbie Sharp
Office of Neighborhoods
City of Knoxville
P.O. Box 1631
Knoxville, TN 37901



Ms. Sharp:

This letter is to express my support of the butterfly habitat project proposed by the First Street Neighborhood Association (FSNA). In addition to the obvious ecological benefits and its potential contribution to the enhanced beauty of the neighborhood, the project will provide many different kinds of opportunities for neighbors to engage with one another.

FSNA has already demonstrated great capacity to plan and implement activities of interest to the residents of the neighborhood. The planned construction of these gardens, including the placement and care of the plants and the monitoring of the butterflies and other wildlife, will promote even greater cooperation on many different levels that will certainly extend to further engagement beyond the gardens.

At Paradise Apartments, we look forward to working with FSNA to help them achieve the results they are seeking through this project.

Sincerely,

Fran Green

Property Manager, Paradise Apartments

Debbie Sharp
Office of Neighborhoods
City of Knoxville
P.O. Box 1631
Knoxville, TN 37901



Dear Ms. Sharp,

I would like to express my support to our newest Knoxville neighborhood, the First Street Neighborhood Association, in their grant request.

They desire to use the grant funds to establish a butterfly/pollinator garden in their neighborhood.

This will complement our Knoxville destination as a certified Monarch Waystation, as well as a certified wildlife habitat.

As Knoxville continues to grow and redevelop, we, as a community, desire to keep and expand our efforts to preserve our natural resources that make us a green, wildlife friendly outdoor recreation destination.

Thanks for your consideration,

Albert Swank, Swank's Greenhouse

Debbie Sharp
Office of Neighborhoods
City of Knoxville
P.O. Box 1631
Knoxville, TN 37901



Ms. Sharp:

This letter is to express our support of the butterfly habitat project by the First Street Neighborhood Association. With Knoxville growing as it is, this will be a great opportunity to show off Knoxville as it should be seen.

The planned construction of the gardens, including the placement and care of the plants and the monitoring of the butterflies, bees and other wildlife, will promote even greater cooperation on many levels that will certainly extend to further management beyond the gardens.

Sincerely,

Aaron Herron

Owner, Herron Hardware



Your account statement

For

Contact us



BBT.com



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(800) 226-5228

Your account security is our top priority. That's why BB&T will soon be providing interactive alerts on Business Debit Card transactions. If BB&T suspects fraud, primary account owners who have provided contact information will be automatically contacted through a text, email, Small Business Online banking, U by BB&T or phone. Account owners will be able to respond immediately to secure all cards on the account including those that employees use. Interactive alerts will be automatically included with your BB&T Business Debit Cards.

BB&T. Member FDIC.

■ COMMUNITY CHECKING

Account summary

Your previous balance as of	\$75.00
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.00
Your new balance as of	= \$75.00



Your account statement

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*Services fee apply. See the Business Services Product and Pricing Guide for details.

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■ COMMUNITY CHECKING

Account summary

Your previous balance as of	\$0.00
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 75.00
Your new balance as of	= \$75.00

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
05/30	DEPOSIT	75.00
Total deposits, credits and interest		= \$75.00