



Sustainable Neighborhoods

Event/Activity Submission Instructions

Overview

Greater Park Hill has joined the City and County of Denver's Sustainable Neighborhood program. Our year runs from August 2, 2017 (the date of our kickoff event) through August 1, 2018. We are in our first year of the program and our goal is to receive Outstanding status by the end of that term. To do so, we must earn 100 credits, which are awarded through a formula developed by the City. The types of events and activities that can earn credits include: Neighborhood Workshop, Special Event, Neighborhood Resource, Neighborhood Inventory, and Implementation Goal Setting.

GPHC's role

GPHC is here to make sure we reach Outstanding Sustainable Neighborhood status and to provide support to neighbors interested in planning and coordinating events. We can usually provide a no-cost site for events, workshops, etc at our building and we'd be happy to help spread the word regarding your events. If you are planning something and want support from GPHC, please email: info@greaterparkhill.org. We will also be planning a variety of events, etc. We'd love to coordinate together and provide support!

Your role

Neighbors and organizations in Greater Park Hill are most likely to be submitting forms for the following types of events: Neighborhood Workshop or Special Event. In some rare situations, you may be creating a Neighborhood Resource, but we ask that you discuss this directly with GPHC staff so we can help distribute the resource (contact information is provided below).

A Neighborhood Workshop is any event where the goal is to increase understanding and awareness around a topic (for instance, a workshop on chicken keeping). A special event is a neighborhood-wide activity in which community sustainability is enhanced through resident action (for instance, a community clean up event). Any event that takes place in our neighborhood can count toward Sustainable Neighborhood status, so long as it takes place during our year (8/2/17-8/1/18) and is planned mostly by neighbors or GPHC. In other words, events can include any partners, but the event itself must be coordinated or planned by neighbors. If you are not sure about an event, please email the contacts below.

There are three steps to submitting an event:

1. Complete a Proposal Form as soon as your event is mostly solidified
2. Hold the event and keep track of how many people attend
3. Submit a Credit Form

Both types of forms can be found at: <https://www.sustainableneighborhoodnetwork.org/forms/denver-proposal-and-credit-forms>

Some tips

- Be sure to select the correct form for your proposal. Generally you will either be submitting a Proposal Form for either a [Neighborhood Workshop](#) or a [Special Event](#). The purpose of workshops is to share information and resources with a speaker or demonstration. A special event has a sustainability action(s) taking place that day (i.e. clean up, neighborhood bike rides).
- Make sure to select the correct neighborhood: Greater Park Hill
- Choose one or more goal areas. Most events or workshops will include at least the “People” goal area.
- Remember to complete a Credit Form for the [Neighborhood Workshop](#) or [Special Event](#) once your program concludes.

Any questions?

If you have any questions or concerns, please email Sierra E. Fleenor, Executive Director of GPHC at director@greaterparkhill.org or Taylor Moellers, Sustainable Neighborhoods Program Coordinator for the City and County of Denver, at Taylor.Moellers@denvergov.org and we'll provide whatever support we can!

**Thank you for helping make Greater Park Hill a more sustainable neighborhood,
day by day, neighbor by neighbor.**