

What is the MyHBG Create Your Community Program?

A Primer for MyHBG Projects

Based on “tactical urbanism” concept

- Creative placemaking
- Do-it-yourself pop-up projects that add vibrancy and life to downtown and improve conditions
- Short-term implementation
- Low cost (hundreds to low thousands)
- Only requires permissions, materials and elbow grease
- Get as creative as you would like





Example: Sidewalk Art





Baltimore

Example: Crosswalk Art

Requires close coordination with the city and possibly PennDOT

May require permits and safety measures



Baltimore

Example: Pop-Up Plazas

Requires close coordination with city, city engineer, and possibly PennDOT

May require more intensive design depending on where plaza will be located (self-contained site vs. on street/near traffic)

May require permits and safety measures



Vancouver



NYC



Louisville



Baltimore



Seattle

Example: Activity Spaces

Example: Art Alleys and Streets



East Boston



Example: Mini-Parklets

May require permits/design/safety measures depending on location of parklet.



Example: Pop-Up Window Art



Other Examples:

- Pop up shops/art galleries in vacant storefronts
- Pop up community space in lots or vacant storefronts
- Wayfinding (signs identifying key locations/directions)
- Greenscapes, landscaping, artistic planters
- Building and sidewalk murals
- Tree-wrapping/nature-based artmaking
- Closed street events:
 - Markets
 - Bikes only
 - Pedestrian plaza
 - Pop-up concerts
- Use your imagination



Eligible Entities

- 501 (c)(3)
- Community groups with sponsoring entity
- Small businesses (public facing improvements only)

Amounts

- \$500 to \$2,500
- Can exceed \$2,500 if applicant demonstrates impact
- REIMBURSEMENT ONLY!



Expectations

- Support from neighbors
- Permissions obtained before starting project e.g. owner permission, city permission, PennDOT permission (when in PennDOT ROW)
- Safe practices when installing project – high visibility vests, gloves, equipment only used by qualified individuals, designated supervisor, etc.
- Access maintained (when applicable) – includes ADA and ped/bike/motorists
- Materials that are appropriate, safe, and approved by the city (in some instances, PennDOT as well) SEE: [Tactical Urbanism Materials and Design Guide](#)
- Site is restored to original condition after project
- Project completed within 3 months of award

HAVE A QUESTION ABOUT PERMISSIONS AND MATERIALS?

Contact Edquina Washington

Harrisburg City Economic Development Coordinator

etwashington@harrisburgpa.gov – 717-255-3109

Site Rules

- **Public property/public right-of-way – GET PERMISSION**
 - Requires written permission from City to install project on city-owned property/right-of-ways
 - If in PennDOT right-of-way, requires written permission from PennDOT
 - Any necessary local or state permits must also be obtained before project can be approved
- **Private Property – OWN IT OR GET PERMISSION**
 - Must be documented owner of property, or;
 - Must provide documented permission from owner to install project.



Application Process

- Apply at www.downtownhbg.com
- **Application period: June 22, 2026 until September 30, 2025 or funds run out (whichever is sooner)**
- **Application Components**
 - Project Summary
 - Site Description – proof of ownership or permission (deed, permission letter, agreement, etc.)
 - Community support
 - Community engagement plan
 - Safety and accessibility
 - Budget
 - Project Timeline
 - Maintenance and Removal
 - Concept sketches, designs, or renderings (if available) For example, a mural project should show a what the mural will look like
- **Application submission will be verified by CREDC staff**
- **Application will be sent to Review Committee who will meet monthly and make recommendations to CREDC**
- **Applicant will receive a written decision from CREDC**

Post-Award Process

- Pre-implementation Meeting with City Staff
- City will provide awardee with a notice-to-proceed after meeting
- The City, PennDOT, DCED, or any other applicable agency has the right to inspect project progress and stop work if project causes clear safety and community concerns
- Grantee must document pre, during, and post-project photos.
- Upon completion, awardees must submit a brief final report that includes project photos, itemized receipts detailing costs to be reimbursed, lessons learned/recommendations, and a Request for Reimbursement form.
- Grantees will be reimbursed upon acceptance of final report.

Tips From Other Cities

1. Start small
2. Collaborate - volunteers, partnerships, donations
3. Have a clear goal for the project (beautification, gathering spot, activities, traffic-calming, attract visitors/promote city)
4. Know project limitations - cost, design, permissions, etc.
5. Research appropriate materials and approvals needed. Consult local arts groups like Sprocket and the City Engineer's Office to discuss your project. [Tactical Urbanism Materials and Design Guide](#)
6. Have a maintenance plan in place

Find inspiration here:



[Tactical Urbanism Materials and Design Guide](#)

[Projects – Neighborways Design](#)

[People St | LADOT Livable Streets](#)

[Pavement to Parks | Reimagining SF Public Spaces](#)