Downtown Streetscapes

Downtown Streetscapes grants are designed to incentivize investment in downtown areas by promoting safe and attractive environments for residents, shoppers, workers and visitors.

Contact: Whitney Ridlon, 218-735-3004, Whitney.Ridlon@state.mn.us

Eligible Applicants: Cities, townships, nonprofits and tribal units of government including formal grassroots groups that partner with a nonprofit or city to act as a fiscal sponsor within the agency’s service area. Multi-organization collaboration is welcomed and encouraged.

Eligible Projects: Highly visible and creative projects that improve the downtown or business corridor.

Ineligible Projects: Examples include existing deficits, deferred maintenance, community festivals or events. Projects that directly serve a for-profit business.

Funding:
- Downtown Streetscapes is funded at $200,000 for FY2022.
- The grant awards range up to $50,000.
- The agency requires a 1:1 match per project.
- In-kind materials and/or labor may constitute up to 25% of the local match. Pre-approval of the in-kind match is required. In-kind services must be provided by an approved vendor or entity.
- Acquisition costs may be eligible up to 10% of agency grant award.
- In order to be eligible for program funding, project must begin within six months of a grant award.

Diversity, Equity & Inclusion:
- The Department of Iron Range Resources & Rehabilitation works to improve economic opportunities in support of diversity, equity and inclusion in our service area.
- Diverse populations served by this program include economically distressed communities, tribal nations, black, indigenous and people of color (BIPOC), veterans, low to moderate income neighborhoods and disabled individuals.
- Additional points are awarded to projects that serve a diverse population as listed above or utilize state certified Targeted Group (TG), Economically Disadvantaged (ED) area or Veteran-Owned (VO) vendors.

Evaluation Criteria (100 points)
Grants are awarded to the highest scored application using the following criteria. Please address all criteria in the project narrative.

1. **Job creation. (5 points)**
   - Describe how the project supports job creation or retention, if any that will result from this project. (Minnesota Statute 298.22 subd. 13)

2. **Visibility of project. (30 points)**
   - Highly visible and community support projects will be more competitive.
3. Community support for proposed project(s) including letters of support by local government, business community, downtown area businesses and downtown revitalization group or youth/student program participation. (30 points)

4. How project enhances the economic vitality of the downtown or business corridor area. (10 points)

5. Aligns with strategic or community’s comprehensive plan. (5 points)
   - If the project aligns with the community’s comprehensive plan, highlight and upload that portion of the plan.

6. Program funding has not been awarded in the past two fiscal years. (10 points)

7. Diversity, equity and inclusion. (10 points)
   - Project incorporates a state certified targeted group, economically disadvantaged area or veteran owned vendor.
   - Project serves an underserved community/population.
   - Diverse populations that include:
     - BIPOC.
     - LGBTQI communities.
     - Disability status.
     - Veterans.
     - Geographic.

Application Checklist:
- Pre-application meeting with grant administrator.
- Project narrative.
  - Narrative must address evaluation criteria.
- For non-government, IRS Form W-9 – Request for Taxpayer ID Number and Certification.
- For non-government, financial documents.
  - IRS 990 Form - For organizations with an annual revenue below $750,000, a most recent IRS 990 form must be uploaded.
  - Certified Financial Audit - For organizations with an annual revenue of over $750,000 a most recent certified financial audit must be uploaded.
- Project cost estimates for any service contract and/or materials must follow the state contracting and bidding requirements below:

## Non-Governmental Entity

<table>
<thead>
<tr>
<th>Contract or Cost of Material or Service</th>
<th>Quotes/Cost estimates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under $10,000</td>
<td>Not required</td>
</tr>
<tr>
<td>$10,000 - $24,999</td>
<td>Two – upload with application or provide verbal quote detail in project narrative</td>
</tr>
<tr>
<td>$25,000 - $99,999</td>
<td>Three – upload with application or provide verbal quote detail in project narrative</td>
</tr>
<tr>
<td>$100,000 or more</td>
<td>Must undergo formal notice and bidding process</td>
</tr>
</tbody>
</table>
**Municipality**

<table>
<thead>
<tr>
<th>Contract or Cost of Material or Service</th>
<th>Quotes/Cost estimates</th>
<th><em>Per Minnesota Statute 471.345</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>Under $25,000</td>
<td>Two – may be upon quotation or open market</td>
<td></td>
</tr>
<tr>
<td>$25,000 - $175,000</td>
<td>Two – may use competitive bidding process or direct negotiation</td>
<td></td>
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<tr>
<td>Over $175,000</td>
<td>Sealed bids shall be solicited by public notice in the manner and subject to the requirements of the law governing contracts by the particular municipality or class thereof</td>
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</table>

- A map identifying the project area and specific project locations within the project area.
- Letter(s) of support for proposed project.
- Resolution authorizing applicant to apply for and accept funds.
- **Historic preservation requirements:**
  o If your project is listed in or located on the National Register of Historic Places and/or the State Register of Historic Places (specific to public buildings and landmarks), it must be submitted to the State Historic Preservation Office (SHPO) for review and the response letter uploaded to your application.
  o Contact the State Historic Preservation Office with questions at 651-201-3287.
- Other documentation to support the application.

**Application and Award Process:**
- **Application process:**
  o Applications must be submitted through the FLUXX grants portal.
  o A short pre-application is required to determine eligibility of project.
  o Once eligibility is determined, a full application will be available in FLUXX.
- **Application deadline:**
  o Applications are accepted August 2 through August 31, 2021.
  o Applications submitted after August 31, 2021 through the end of the agency’s fiscal year (June 30, 2022) may be awarded on a rolling basis subject to meeting minimum scoring criteria and subject to the availability of remaining program funds.
  o Notify grant program administrator of any changes to application after final submission.
- **Application review:**
  o A project presentation may be required by applicant.
  o All eligible applications are reviewed by a team and evaluated and scored on an individual basis according to the evaluation criteria.
  o Grant program administrators do not score applications for their respective program.
- **Application award:**
  o Grants are awarded to the most competitive applications.
  o Applicants will be notified by email within 30 days following application review.
  o Grant award is subject to the Commissioner’s final approval and must meet objectives, priorities and policies established by the Commissioner.

**Grant Outcome Expectations:**
- Project CANNOT begin prior to execution of a grant contract.
• The agency reserves the right to require signage/logo acknowledging financial assistance from the Department of Iron Range Resources & Rehabilitation. Details are outlined in the grant agreement.
• Awarded projects must meet the Minnesota Prevailing Wage Statutes and the agency’s board policy as stated in the grant agreement.
• Spending within the agency’s service area is encouraged.

Reporting Requirements:
• A progress report is required if grant period is scheduled to exceed 12 months and annually thereafter.
• A site visit may be conducted by the program administrator.
• A final report is required before final payment.
• A close out acknowledgement form may be required if there is a remaining grant balance.

Public Information:
• All application information submitted is presumed to be public information pursuant to the Minnesota Data Practices Act, Minnesota Statute Chapter 13.