

2017 NRP Contracted Project Requests

Project: 2017 Curb Appeal Matching Grant Lottery
Program: Housing and Renters Rights
Date: February 23, 2017

The Housing, Commercial and Streetscape (HCS) Committee is recommending to the Board of Directors approval and funding for the new Curb Appeal Matching Grant Lottery. The funding request is \$7,875 for 2017, and if successful, the committee will likely recommend the continuation of this project in 2018 and 2019. This is a one-to-one matching grant project. Property owners will match NENA funding up to \$7,500.

The funding will come from Neighborhood Revitalization Program (NRP) Contract #32040 – Housing Projects and Supplies. This will not require a NRP Plan Modification, but will require Board approval to contract NRP funding. The funding was included in the 2017 Operating Budget.

Project Summary:

Based upon research from other Minneapolis neighborhood organizations, the HCS Committee is recommending the Curb Appeal Matching Grant Lottery. Project goals include: 1) Empowering property owners to complete visible projects to not only improve their curb appeal and home values, but to improve the neighborhood as a whole; 2) Highlighting NENA's work in the community with physical projects and signage; and 3) Demonstrating NENA's commitment to and from the community.

Eligibility:

Nokomis East homeowners and property owners of non-commercial properties with up to four units, are eligible to participate in the project. The property must be located in the Keewaydin, Minnehaha, Morris Park or Wenonah neighborhoods. The project is available only to existing properties, not new construction. NENA staff may support renters to work with their landlord to apply. Businesses and commercial property owners are not eligible to participate (funding source restriction).

Selection Process:

Eligible participants may submit an application for the lottery from March 1 – May 12, 2017. The HCS Committee will review all applications on May 17, 2017, to ensure completeness and eligibility. The HCS Committee will host a Night out with NENA on May 23, 2017, to promote NENA's HSC programs and to conduct the lottery.

Grant Amounts:

Eligible participants can apply for up to \$500 in matching grant funds. This is a one-to-one matching grant project and property owners must demonstrate payment of matching funds prior to NENA reimbursement. The project will pay for up to \$7,500 in matching grant funds in 2017. The minimum number of projects will be 15 projects at \$500 each. More projects may be funded, depending on the amounts requested by earlier lottery winners.

Payment to Participants:

This is a reimbursement project. In the application process, participants will be required to submit a project budget, the total requested amount and “before” photos to be eligible. At the end of the project period, participants will be required to submit itemized receipts for all work and purchases and submit “after” photos.

NENA staff will determine if the expenses are eligible for reimbursement based upon funding source restrictions, the signed contract requirements and the dates of service and purchase. NENA will not increase the reimbursement, if the total cost of the project exceeds the requested amount in the application. NENA staff may also determine the property owner did not match 50% of the total cost of the project and may reduce the amount of the reimbursement.

Project Administration:

- NENA staff is responsible for marketing and project promotion. NENA will promote through its website, social media, e-news and Messenger articles. NENA will also promote the Night out with NENA on May 23, 2017. NENA will collect and disseminate project success stories.
- Participants will receive a NENA Lawn Sign giving credit for the project. The property owner must display the sign in the front yard until Oct. 31, 2017.
- Staff will create, distribute and collect application forms, which will be available in print and online. The application will include a project budget section for the participant to complete.
- Staff will create a contract for lottery winners. All lottery winners must review the contract and restrictions (funding source restrictions). Lottery winners will sign the contract and work may begin only on the date of signature through Oct. 31, 2017.
- This will be a reimbursement project for eligible participants. Any time through Nov. 15, 2017, participants will submit receipts for services and supplies. NENA staff will review for eligibility. Participants must submit before and after photos. Only services and supplies with the date of the

signed contract and after will be eligible. Once approved by NENA staff, NENA will issue reimbursements to participants.

Funding Source and Project Restrictions:

- All projects must be visible from the sidewalk. Exterior projects only.
- Applicants must include before and after project photos.
- Painting and trim work (paint, supplies, scraping, etc.) are eligible.
- Exterior lighting (scones, yard lights, porch lights, etc.) is eligible.
- Masonry work and tuck pointing are eligible.
- Restoration of historically appropriate exterior finishes, details and materials are eligible.
- Hardscaping (retaining walls, steps, sidewalk, pathway, etc.) is eligible.
- Labor and permit costs are eligible (homeowner labor costs are **not** eligible)
- Fencing is **not** eligible.
- Landscaping (plants, trees, flowers, gardening, sod, etc.) is **not** eligible.

Project Timeline:

HCS Committee Approval	2/1/2017
NENA Board Approval	2/23/2017
Lottery Opens	3/1/2017
Project Marketing	March - May
Contracting NRP Funding	March
Lottery Closes	5/12/2017
HCS Committee Review of Apps.	5/17/2017
Night out with NENA – Lottery	5/23/2017
Contracts signed and work begins	5/24/2017
Project Period Ends	10/31/2017
Receipts Collected, reimbursements	November

Total NRP Request

\$7,500	2017 Curb Appeal Matching Grant Lottery
\$375	NENA Project Lawn Signs (50 signs)
\$0	Administration Fee (Staff time and materials included in NENA’s 2017 Operating Budget)
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\$7,875	

Leveraged Amount

This is a one-to-one matching grant project. Property owners will match NENA funding up to \$7,500.