

# 2024 Small Cities Development Program (SCDP)

# Full Application

## Streetscape Application (Public Facility Category)

### Submission Information

Only communities with preliminary proposals that were deemed ‘competitive’ or ‘marginally competitive’ will be asked to submit **one original and one copy** of the Full Application to the Department of Employment and Economic Development (DEED) on or before 4:00 pm, Wednesday, April 17th, 2024.

***Faxed or e-mailed applications will not be accepted***.

Minnesota Department of Employment and Economic Development

Great Northern Building

180 East Fifth Street, Suite 1200

St. Paul, MN 55101

Attn. Community Finance Division, Small Cities Development Program Unit.

## Instructions

Applicants must download the Small Cities Development Program (SCDP) guidance from the [SCDP Website](https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp) (https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp).

This preliminary proposal is only for Public Facility Streetscape projects. Other eligible activity applications, are available on the [SCDP Website.](https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp)

Funds are used for eligible items that includes, decorative streetlights, garbage cans, signage, trees, benches, American with Disabilities Act (ADA) sidewalks/bump outs, monuments and etc.

* Maximum request for a streetscape project is $600,000, including administration and/or engineering costs.
* The streetscape activity must be a part of a renewal plan adopted by the city, be newly created or reference as part of the City’s Comprehensive Plan.
  + Attach the plan, evidence of the plan has been or will be adopted by the city, and a rendering of streetscape elements (include maps, photos, any relevant supporting documentation).
* National objective - benefit low-and-moderate (LMI) income people on an area basis (LMA), or to prevent/eliminate slum and blight conditions.
* A LMI person resides in households with household incomes that are up to 80% of county median income. The national objective can be met through the U.S. Census data, or by establishing a slum and blighted area that meets federal requirements as well as meets the Minnesota Housing and Redevelopment Authority (HRA) statute definition of ‘blighted area’ ([Minnesota Statute 469.002, subdivision 11](https://www.revisor.mn.gov/statutes/cite/469.002#stat.469.002.11)).
  + The census determination can only be used for a project when the national objective is met with census data showing that 51% or more of the people in the community are LMI. Community census data is available on the [SCDP website](https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp).
  + A community income survey must be conducted if the community’s census LMI is not at least 51%, to use the LMI federal national objective. A sample community survey form and spreadsheet is available on the [SCDP website](https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp).
* If a slum and blight area is designated, the designation must be through council resolution (resolution template available on [SCDP website](https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp)) which includes clear area boundaries.
* Funds cannot be used for projects anticipating future population growth.
* Review and include the application checklist on the [SCDP Website](https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp).

## Scoring

Public Facilities Project is a project that includes one or more infrastructure activities which serve a neighborhood area or community.

Applications will be evaluated and awarded up to 240 total points as follows:

### Demographic – 30 Points

* Will be assigned by best available statistics from the Minnesota State Demographer and are based on:
  + Number of residents at or below the poverty level in the jurisdiction.
  + Percentage of residents at or below the poverty level in the jurisdiction.
  + Per capita assessed valuation of the area, points are awarded in inverse relationship to applicant’s per capita assessed valuation.

### Project Need

* The public facility need category shall be awarded based on evaluation of the extent to which the proposed activities will benefit low and moderate-income persons or to eliminate a blight condition in the designated area.

### Project Impact

* The public facility impact category shall be awarded based on evaluation of the extent to which the proposed activities will beneficially impact the LMA community and/or address slum/blight conditions in the designated area.

### Cost Effectiveness

* The public facility cost effectiveness category shall be awarded based on:
  + Evaluation of the extent to which the proposed activities will make cost effective use of grant funds including coordination with and use of funds from other public and private sources.
  + Evidence that the cost of the proposed activities benefiting the community is reasonable.

## Streetscape Proposal

Applicant Name:

## Project Description:

Provide a detailed description of the project.

**Narrative Answer:**

### Community questions

1. What is the project area? (Choose One)

**Narrative Answer:**

1. What is the current population of the city?
2. How was the federal national objective met?

U.S. Census Data

Community Income Survey

Slum and Blight Area Designation

1. What is the city’s LMI percentage per the U.S. Census:
2. If census data is below 51.00% and a community income survey was conducted, was the LMI for the community at least 51.00%?

Yes

* + LMI percentage identified from the community survey:
  + Describe how and when the surveys were conducted (door to door, mailed forms, online or other methods):
  + Attach copies of the surveys and provide the spreadsheet tabulation from the [SCDP website](https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp). (https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp)

No

Not utilized – project will use a Slum and Blight Area Designation

1. Provide the [U.S. Census county and tract code](http://www.ffiec.gov/Geocode/default.aspx) of the proposed project. (http://www.ffiec.gov/Geocode/default.aspx)
   * U.S. Census 3-digit county code:
   * Tract code (XXXX.XX):
2. Will engineering and/or architectural services be needed to complete the project (regardless of the funding source)?

Yes

No

1. If SCDP funds will be used toward construction engineering, have engineering services been procured by the city through a competitive process, using standard procurement methods (federal, state, or local, whichever is more stringent)?
   * Yes
   * No
   * N/A

### Need

1. Describe the community need for this project.

**Narrative Answer:**

1. Is the streetscape work part of a street resurfacing or street reconstruction project?
   1. Yes
   2. No – describe the project details and boundaries.

**Narrative Answer:**

1. Do plans conform to any necessary Americans with Disabilities (ADA) standards?
   1. Yes
   2. No
2. If SCDP funds were not awarded, would the proposed project still occur? If yes, how would the lack of SCDP funds impact the project and community?

**Narrative Answer:**

### Impact

1. Describe the impact this project will have on the community.

**Narrative Answer:**

1. Is another agency (such as Minnesota Department of Transportation (MNDOT)) mandating streetscape elements as part of the street project?
   1. Yes
   2. No
2. Is MNDOT funding part of this project?
   1. Yes - If yes, attach the MNDOT project timeline.
   2. No
3. Will property owners be assessed for any local portion of the streetscape projects? SCDP funds cannot be assessed.
   1. Yes
      1. If yes, what source of funding will be assessed.
      2. Additionally, provide an estimate of the average assessment for an impacted property owner.
   2. No

### Cost Effectiveness

1. Describe the cost effectiveness for this project. Include a description of all other funding sources.

**Narrative Answer:**

1. If SCDP is the only source of funding, describe why other funding sources were not sought to assist with the project.

**Narrative Answer:**

1. Have cost estimates considered federal Davis-Bacon and Related Acts wage rates and implementation costs?

Yes

No

1. Describe your proposed grant administrator’s or city engineer’s experience with the Davis-Bacon Act.

**Narrative Answer:**

1. Does the total proposed project anticipate utilizing over $250,000 in federal funds?

Yes

No

1. Which construction component(s) will be utilized during the project? (Select all that apply regardless of the funding source)

Iron and steel ([definition](https://www.ecfr.gov/current/title-2/part-184#p-184.3(Iron%20or%20steel%20products)) of this classification)

Specially listed construction materials

* + Non-ferrous metals
  + Lumber
  + Composite building materials
  + Plastic and polymer-based pipe and tube

None of the above

1. If the answer to Question 5 is yes and at least one construction component was selected in Question 6, have the [Build America Preference](https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-184) (BAP) requirements been considered in the project cost and implementation? (<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-184>)

Yes

No

N/A

1. How will the maintenance costs of the streetscape items be financed?

**Narrative Answer:**

1. Describe the community’s and the grant administrator’s (if applicable) experience undertaking this type of activity.

**Narrative Answer:**

## Cost itemization

Please provide a detailed list of work/items proposed by Unit and Quantity, the corresponding Total Unit Cost estimate, and funding source of each item included in the streetscape project (add additional lines as necessary):

| Description and Quantity | Total Cost | Funding Source |
| --- | --- | --- |
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## Project timeline

Enter the information as applicable below. All dates should be entered with the month and year each line is proposed to be completed.

* Date all engineering work completed:
* All necessary permits obtained:
* Completion of SCDP Environmental Review:
* Bid process conducted:
* Award construction contract:
* SCDP funded items completed:
* All construction (including turf restoration) completed: