

## East Metro Main Street Economic Revitalization Program

Thank you for your interest in the Saint Paul & Minnesota Foundation's East Metro Main Street Economic Revitalization Program. We look forward to learning more about your project!

This Project Proposal Intake Form will guide you through the process of notifying the Foundation of your interest in the program, confirm that your organization and project are eligible, and gather initial information about your project to help us determine how best to support your application going forward. This form can also be completed online and is available in multiple languages.

For these and full information about the East Metro Main Street Economic Revitalization Program, visit our website at [spmcf.org/EastMetroMainStreet](https://spmcf.org/EastMetroMainStreet).

### Application Steps

#### STEP 1: Review program information and confirm your eligibility

Before getting started, please review all program information regarding eligibility requirements, application process, technical assistance and matching fund requirements. Full program information is available on our website at [spmcf.org/EastMetroMainStreet](https://spmcf.org/EastMetroMainStreet).

#### Please confirm your initial eligibility to apply for funding by checking the boxes to verify each of the following:

I am a business owner or nonprofit leader with the authority to apply for grant funds on behalf of my organization.

My organization and/or proposed project site is located directly along one of the eligible corridors (check which corridor applies)

Snelling-University-Rice Cultural District

East Side Community

West 7th Street

My organization experienced substantial impacts from the COVID-19 pandemic and/or civil unrest following the murder of George Floyd.

I have an eligible capital project (development, redevelopment, demolition, site preparation, predesign, design, engineering, repair or renovation of real property or capital improvements), and I am NOT requesting funds for the purchase of real estate, business operations or business operating expenses.

I am aware that providing matching funds at 200% of the grant I am requesting is a requirement, and I can help identify matching funds that are available to my organization.

**If you cannot confirm all of these statements, your project is not eligible for funding at this time, and you should not continue with the Project Proposal Intake Form.**

## STEP 2: Complete the Project Proposal Intake Form

This form gathers initial information about your proposed project and eligibility. Full applications will be available after initial eligibility is determined.

## STEP 3: Submit your completed Project Proposal Intake Form

This form can be filled out online on our website at [spmcf.org/EastMetroMainStreet](https://spmcf.org/EastMetroMainStreet).

## OR

Submit a copy of your Project Proposal Intake Form by email to [eastmetromainstreet@spmcf.org](mailto:eastmetromainstreet@spmcf.org).

## STEP 4: Project Proposal Intake Form Review

Your completed Project Proposal Intake Form will be reviewed by the Foundation to verify your project's eligibility. If eligible, you will receive confirmation and further information about completing a full application for funding within 7-10 business days. We will assign you to a technical assistance partner to assist you in the full application process from start to finish. This technical assistance partner will contact you to learn more details about your project.

## Questions

Questions about the East Metro Main Street Revitalization Program or completing the Project Proposal Intake Form can be sent to [eastmetromainstreet@spmcf.org](mailto:eastmetromainstreet@spmcf.org) or by contacting Matthew Murphy, Community Initiatives Program Manager, at 651.325.4202.

For translation and interpretation support, please call us at 651.325.4202, and we will connect with you through an interpreter.

# East Metro Main Street Revitalization Program

## Project Proposal Intake Form

Please answer all of the following questions to the best of your ability and submit a final copy of your Project Proposal Intake Form by email to [eastmetromainstreet@spmcf.org](mailto:eastmetromainstreet@spmcf.org)

### Organization Information

1. Legal name of your organization:

2. Organization address: Street:

City:

State:

Zip:

3. Organization website:

4. Organization phone number:

5. Name of contact person for this application:

6. Contact person title:

7. Contact person email:

8. Contact person phone:

9. Type of business:

Sole Proprietorship

Nonprofit 501(c)3

General Partnership

Limited Liability Company

Limited Partnership

S Corporation

Limited Liability Partnership

C Corporation

Other (please describe):

10. Describe the purpose of the business or mission statement.

### Project Information

1. Project name:

2. Eligible corridor location of project:

Snelling-University-Rice Cultural District

East Side Community

West 7th Street

**13.** Address of project facility or proposed site for development, design or site scoping:

Street:

City:

State:

Zip Code:

**14.** Provide a brief description of your proposed project (3 - 5 sentences):

**15.** Type of project (select all that apply):

- |                             |   |
|-----------------------------|---|
| Development                 | New construction of buildings, infrastructure and/or related site amenities |
| Redevelopment               | Landscaping or street-scaping   |
| Demolition                  | Market-rate housing   |
| Site Preparation            | Affordable housing  |
| Predesign                   | Combination of market-rate and affordable housing                           |
| Design                      | Market rate commercial space  |
| Engineering                 | Combination of market rate commercial rate and affordable commercial rate   |
| Repair                      | Community facility (Nonprofit)  |
| Renovation of real property |   |
| Capital improvements        |   |
| Other (please describe):    |   |

**16.** Estimated project start date:

**17.** Estimated project completion date:

**18.** Total estimated cost of project: \$

**19.** Grant amount requested: \$

**20.** Estimate of matching funds available\*: \$

**\*NOTE:** This is an estimate, and if your eligibility is confirmed, one of our Technical Assistance providers will help you identify potential sources for matching funds. Additionally, the Saint Paul & Minnesota Foundation is committed to helping raise matching funds, to be used in conjunction with other local funding sources and financial resources secured by applicants.

**21.** Did your organization experience substantial impacts from the COVID-19 pandemic, including major closures, vacancies, displacement or significant economic loss? Please describe (3-5 sentences):

**22.** Was your business or proposed property physically damaged during the civil unrest following the murder of George Floyd? Please describe (3-5 sentences):

**23.** How did you hear about this opportunity (check all that apply)?

Saint Paul & Minnesota Foundation email/website

Newsletter

Internet search

Social Media

Press release/article

Referral from the MN Department of Employment and Economic Development (DEED)

Referral from City of Saint Paul

Referral from NEOO Partners

Referral from East Side Neighborhood Development Company

Referral from Asian Economic Development Association

Referral from another organization or community partner

Please provide, if willing:

Other (Please describe):