Proposals that are non-responsive to the Notice of Funding Availability and proposals that lack responses in the fields in this form will not be considered for funding. Portions of the proposal contents and any clarification to the contents submitted by the applicant may be incorporated into the contract between the applicant and the city. The City reserves the right to reject any or all proposals and negotiate changes to an entire proposal to create a contract of a lesser or greater amount than described in the submitted proposal.

Applicants must email a Microsoft Word or PDF version of their proposal to:

[judy.moses@minneapolismn.gov](mailto:judy.moses@minneapolismn.gov)

by 4:00 p.m. on Tuesday, October 15, 2024.

Late or incomplete proposals will not be considered

**SECTION ONE – CONTACT INFORMATION**

|  |  |
| --- | --- |
| Organization Information: | |
| Name |  |
| Federal ID number: (9-digit #) |  |
| Mailing address |  |
| Contact Information: | |
| Name |  |
| Title |  |
| Phone number |  |
| E-mail address |  |

**SECTION TWO – CONTRACT REQUESTS**

* Amount requested for **Facade Grants** ($20,000 minimum, $50,000 maximum): $
* Describe the area(s) the proposal would serve using streets as borders:
* Does your organization currently have an open facade contract with the City of Minneapolis?

Yes /  No

Organizations with an open facade contract are only eligible to submit a proposal for a second contract if they have at least 75% of the grant funds (excluding administrative fees) drawn down or committed to active Business Applications. Organizations must email **pdf copies of the active (not-yet-disbursed) Business Applications as evidence of committed funds to** [**judy.moses@minneapolismn.gov**](mailto:judy.moses@minneapolismn.gov)

Copies of the application aren't required If 75% of the grant funds have been disbursed by the City to the organization.

**SECTION THREE – DESCRIPTIVE ANSWERS**

1. How do your organization’s past and current efforts address commercial revitalization objectives? If your organization has had a Great Streets Facade Improvement Matching Grant contract in the past, please speak to that experience.

Descriptive Answer

1. How was the organization’s board of directors or committees thereof and the organization’s membership engaged in the preparation of this proposal and the proposed implementation of the program? Include any meeting dates and relevant board actions taken in regard to this proposal.

Descriptive Answer

1. Who will be the primary administrator of the program? Is this a full-time staff position, part-time staff position, contract employee, or volunteer? What is this person’s experience implementing a similar program? *Organizations are encouraged to seek an experienced* *partner and submit a collaborative proposal if they lack some of the experience and capacity needed to implement the program effectively.*

Descriptive Answer

1. Describe the decision-making process your organization will use to evaluate applications.

Descriptive Answer

1. How has your organization identified a demand for these programs? How many businesses do you expect to assist?

Descriptive Answer

1. Describe your organization’s strategy for marketing the program. Include any marketing materials and describe the timeline from initial program announcements through allocating funds.

Descriptive Answer

1. Are there any challenges your organization must address for your proposal to become a reality? *For example, does your organization need to hire staff* *members or contract employees to implement the program? Do you need to develop any relationships with groups or individuals mentioned in this proposal before the program will be ready for marketing and implementation?*

Descriptive Answer

**SECTION FOUR – AUTHORIZATION - COMPLETE BOTH SECTIONS AND DATE – Electronic Signatures are acceptable**

Name, on behalf of Organization, hereby authorize the submittal of this Online Proposal Submittal Form in response to the Facade Improvement Matching Grant Program, Notice of Funding Availability.

|  |  |
| --- | --- |
| Name: |  |
| Title: |  |
|  |  |
|  |  |
|  |  |

**Consent for Release of Response Data**

Name, on behalf of Organization, hereby consents to the release of its proposal in response to the Facade Improvement Matching Grant Program, Notice of Funding Availability and waives any claims it may have under Minnesota Statutes Section 13.08 against the City of Minneapolis for making such information public. **The foregoing consent and waiver does not extend to financial statements submitted** **under separate confidential cover, which material will be treated consistent with Minnesota Statutes Section 13.08.**

|  |  |
| --- | --- |
| Name: |  |
| Title: |  |
|  |  |
|  |  |
|  |  |

Date: