

City of Cincinnati



Department of Community Development

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April 23, 2010

Michael L. Cervay
Director

Dear Community Leader:

The Department of Community Development (DCD) is seeking proposals from communities for the 2011 Neighborhood Business District Improvement Program (NBDIP). Please review the attached information carefully, because some items have changed since last year.

The estimated resources are \$1,000,000 in Capital Improvement Program (CIP) funds and \$1,000,000 in Community Development Block Grant (CDBG) funds for the 2011 NBD Improvement Program.

Projects being proposed should quantifiably benefit a business district, have community support, leverage private investment, and be ready to implement. Community organizations (community councils, business associations, and/or neighborhood development corporations) are encouraged to work together with business and property owners to identify projects that have broad support and have the potential for transforming a neighborhood. I would also like to encourage communities to partner with developers or end users to propose larger scale development projects that could have a significant positive impact on the broader community.

Cincinnati Neighborhood Business Districts United (CNBDU), the advisory group of neighborhood business representatives created to help the City administration on neighborhood business district issues, will continue to review proposals for funding consideration. DCD will forward CNBDU recommendations to the City Manager in November 2010. City Council must approve all recommended funding requests prior to project implementation.

Each community may submit up to two funding requests -- one major and one minor request, or two minor requests. Major projects do not have a total project cost limit; however, most major project proposal requests average roughly \$200,000. A minor project should not exceed \$30,000 in requested funding. **Pre-applications stating the intent to submit for the grant are due June 18, 2010. Pre-applications are part of this packet and are mandatory. We cannot consider a grant request from a community that did not submit a pre-application.**

Please submit **three** copies of each *final* funding application to the City of Cincinnati Department of Community Development, 805 Central Avenue, Suite 700, Cincinnati, Ohio 45202 by 5:00 p.m. on August 13, 2010.

Please save the dates of two very important training and workshop sessions that will take place this year. CNBDU and DCD are holding a training session on Saturday May 8, 2010 from 9:00 AM to 12:00 PM. This year's training will be held at the Firehouse Museum, which is located at 315 West Court Street. The training will cover a range of items including the application process, funding eligibility, and how to implement various types of projects. I also invite you to take part in a new event that will be held on July 15, 2010. DCD and the Division of Architecture and Urban Design are holding a pre-planning session in which City architects will review pre-applications and provide feedback and preliminary cost estimates to community representatives. This will be a great educational opportunity to improve and refine your community's proposal before the final application is due. The session will take place at 5:30 PM on the 7th Floor of Centennial Building II, 805 Central Avenue, in the Griesel Room.

I look forward to your participation in this year's NBDIP program. Your new packet contains a list of neighborhood assignments and contact information along with useful materials relating to this year's funding round. Please note: there have been some minor changes to the application and rating criteria, so please review carefully. If you have any questions regarding the enclosed information, please contact Mike Wagner of CNBDU, or the Development Officer who is assigned to your neighborhood.

Sincerely,



Michael L. Cervay
Director