



## Lexington-Fayette Urban County Government

### Corridors Commission

#### Corridors Neighborhood Enhancement Match Grant Program FY 2022 (Second Cycle, February 2022)

##### Objectives

- I. To partner with neighborhood and other community-based groups to enhance Fayette County's corridors.
- II. To increase awareness of corridor enhancements.
- III. To allow the Corridors Commission to advance its mission and purpose in a more timely and productive manner.

##### Match Grant Program Summary

The Corridors Neighborhood Enhancement Match Grant Program is a 2:1 matching grant.

For every \$1.00 of the Corridors Neighborhood Enhancement Match Grant requested, the applicant must provide an additional \$0.50 match.

##### Eligible Corridors

- I. Alumni Drive (Nicholasville Road to Man O War BLVD)
- II. Athens Boonesboro Road (Man O War BLVD to I-75)
- III. Broadway
- IV. Citation BLVD (Leestown to Newtown Pike)
- V. Clays Mill Road
- VI. Georgetown Road (New Circle to Iron Works)
- VII. Georgetown Street
- VIII. Harrodsburg Road
- IX. High Street
- X. Iron Works Pike
- XI. Leestown Road
- XII. Liberty Road
- XIII. Limestone

- XIV. Main Street
- XV. Man O War BLVD
- XVI. Manchester Street (Jefferson Street to Forbes)
- XVII. Maxwell Street
- XVIII. Midland Avenue
- XIX. New Circle Road
- XX. Newtown Pike (South Broadway to Iron Works Pike)
- XXI. Nicholasville Road
- XXII. Old Frankfort Pike
- XXIII. Paris Pike (New Circle Road Iron Works Pike)
- XXIV. Richmond Road (Hanover to I-75)
- XXV. Russell Cave Road (North Broadway to Iron Works Pike)
- XXVI. Tates Creek Road (Sunset to Ashgrove Pk)
- XXVII. Todds Road (Man O War BLVD to Polo Club BLVD)
- XXVIII. Upper Street (Main Street to South Limestone)
- XXIX. Versailles Road (Angliana to Man O War BLVD)
- XXX. Vine Street
- XXXI. Winchester Road (Third Street to Man O War BLVD)

**Eligible Organizations**

- I. Incorporated, active neighborhood or homeowners associations.
- II. Federally recognized non-profit organizations 501(c)(3).

**Eligible Activities**

Activities must occur in an area that abuts a corridor or is on a corridor. The applicant is responsible for all on-going maintenance. The improvements must be open and available to the public and must benefit the whole corridor.

- I. Physical improvements for public or community property (other than those listed below as ineligible).
  - a. Planting of street trees or landscaping (not in private yards)
  - b. Sidewalk or bike lane repair
  - c. Repair or installation of fencing
  - d. Street furniture such as benches
  - e. Educational or way-finding signage/banners
  - f. Other improvement projects
- II. Activities necessary to plan, promote, or finance voluntary general clean-up and neighborhood improvement efforts.
  - a. Street or alley cleanup programs
  - b. Removal of abandoned vehicles
  - c. Demolition of abandoned buildings

- III. Activities to enhance the beauty of corridors by the removal of dead or diseased trees.

### **Ineligible Activities**

- I. Program operational activities.
  - a. Daycare
  - b. Employment services
  - c. Recreation programs
  - d. Other such programs
- II. Routine maintenance activities.
  - a. Annual pruning of street trees
  - b. Mulching of landscaping (Mulch is allowed if part of new planting)
  - c. Other such activities
- III. Activities proposing the use of labor and/or materials provided by employees of the Lexington-Fayette Urban County Government, other than support normally and routinely provided to residents of Fayette County.
- IV. Construction financing, capital financing, or operational financing of businesses along the corridor or of businesses wishing to become established along the corridor.
- V. Activities involving compensation to residents of the neighborhood or to individuals doing business in the neighborhood for any work associated with this program or with other neighborhood development activities, unless such work is secured through a competitive bidding process.
- VI. Acquisition of small portable or moveable equipment/appliances as opposed to permanent fixtures on community or public property.
- VII. Operational expenses of the neighborhood association not directly and exclusively related to the implementation of activities approved in a grant award under this program, except for a one-time grant, not to exceed \$1,000, for initial operating expenses of newly formed neighborhood associations.
- VIII. Plans/studies/feasibility reports.

### **Application Requirements**

- I. All applicants must submit a completed application by the deadline.
  - I. Incomplete or late applications will not be considered for funding.
- II. Applications must include the following information:
  - I. Applicant Information
    - a) Name of Organization
    - b) Street Address and Zip Code
    - c) Phone Number
    - d) Email Address
  - II. Contact Information

- a) Contact Person Name
  - b) Contact Person Title
  - c) Street Address and Zip Code
  - d) Phone Number
  - e) Email Address
- III. Amount of Funds Needed for the Project
- a) Request from the Corridor Neighborhood Enhancement Match Grant Program
  - b) Applicant Funds (Match from cash, in-kind service, or donated materials.)
  - c) Project Total
- IV. Project Dates
- a) Starting Date
  - b) Expected Date of Completion
- V. Project Narrative
- a) Describe what neighborhood activities are proposed for funding and, if more than one activity is proposed, the priority of the activities;
  - b) Describe how neighborhood matching funds, in-kind services, and/or in-kind supplies and materials have been raised or will be raised.
- VI. Project Budget and Budget Narrative
- a) Please list all sources of funds, materials, or labor as well as a listing of all uses of the same by specific project element.
  - b) Written estimates from the vendors must be attached for all goods and services to be purchased for this project. Please note that the project budget cannot include expenses incurred prior to the award of the grant by the LFUCG.
  - c) The cash match is the actual dollars provided by the 501c3, Homeowners, or Neighborhood Association. For in-kind services and donated materials match please include specific information on the value of in-kind services and/or in-kind supplies and materials. In-kind services and donated materials must be directly related to the project activities and performed or donated over the contract duration. Documentation from the donors, such as donation letters, written estimates, etc., must be provided on the value of in-kind supplies and materials. With regard to in-kind services, if the services are those of a specialty nature (plumber, electrician, etc.) or professional nature (architect, engineer, attorney, etc.), the generally accepted market rate shall be

used without consideration given to the firm or company position of the individual. If the services are more physical in nature (general clean-up, planting shrubs, mowing, etc.), the value given to the labor shall be \$15 per hour per person.

- VII. Project Management Plan
  - a) Describe the process and time schedule for implementation of the activity. The neighborhood association is responsible for selection, management and payment of all contractors and suppliers. The LFUCG does not recommend nor endorse contractors and suppliers of goods and services.
  - b) The organization must secure all necessary permits, authorizations, inspections, and approvals or work and services.
  - c) If your proposed project is on public lands, you must contact Demetria Kimball Mehlhorn in the LFUCG Division of Environmental Services ([dkimball@lexingtonky.gov](mailto:dkimball@lexingtonky.gov), 859-425-2554) for project approval and submit that approval with your application.
- VIII. Community Objectives
  - a) Brief description of how the planned activity will meet one or more of the Corridors Neighborhood Enhancement Match Grant Program objectives described above.
- IX. Financial Accountability
  - a) Must provide evidence of financial accountability.
    - 1) Treasurer is bonded or will be bonded;
    - 2) Location of checking accounts;
    - 3) Copy of bank statement(s);
    - 4) Other
- X. Supplemental Material
  - a) Copy of Kentucky Secretary of State General Information showing your organization as active and in good standing.
  - b) A copy of your annual report or a copy of your federal 501(c) (3) registration number.
  - c) Colored photographs of the project area.
  - d) A map of the proposed project location. Please list the Council District where the project is located.

### **Selection Criteria**

Applications for each funding cycle will be evaluated by the Corridors Commission members.

Applications and the activities proposed will be evaluated and grant awards will be made on the basis of consideration of the following outlined factors:

- I. Neighborhood/Organizational Factors
  - a. Location relative to the corridor
  - b. Applicant's record of effectively managing activities of a similar, or near similar, nature and/or level of complexity.
  - c. Evidence of applicant's financial accountability. Please indicate the date(s) and amount(s) of prior receipt of Corridor Neighborhood Enhancement Match Grant Program funds.
- II. Activity Factors
  - a. Extent to which the activity aligns with stated purpose of the Corridors Neighborhood Enhancement Match Grant program and Corridors Commission objectives.
  - b. Extent to which match sources, especially any funding match sources, have been realistically identified and committed.
  - c. Extent to which the activity provides long-term benefit(s).
  - d. Quality of the management plan and budget.
  - e. Feasibility of the activity proposed, given the nature of the problem addressed by the activity and the resources available.
- III. Ability of applicant to maintain the project after the first year.

### **Oversight and Project Reporting**

- I. Grants will be awarded twice each fiscal year
  - a. The grant period will open January 31<sup>st</sup> and close March 1<sup>st</sup>. Grant recipients will be notified by March 25<sup>th</sup>. (Please note that dates are subject to change.)
- II. Participants will have one fiscal year to complete the projects.
- III. Organizations receiving grants shall submit an invoice to the Lexington-Fayette Urban County Government, Office of the CAO, upon completion of the project for reimbursement.
  - a. No funds will be awarded prior to the completion of a project.
- IV. Full responsibility for management of the project lies with the group awarded funds. This includes the following:
  - a. Obtaining approvals.
  - b. Sign-offs from LFUCG offices regarding species selection, sight distance, encroachment/location issues, planting safety issues, and maintenance specifications.
- V. A final report must be submitted within 30 days of completion of the project. This report shall:
  - a. Fully describe the project and benefits derived from implementing it;

- b. Include both before and after colored photographs of the project;
- c. Include a plan for future maintenance;
- d. Report on any financial returns on investments realized or expected to be realized as a result of carrying out the activity;
- e. Describe how any financial returns are proposed to be used.