

# CITY OF PERHAM - MINNESOTA

---

## OPPORTUNITY GRANT

### Guidelines

#### I. PURPOSE

The Opportunity Grant Program has been funded by Tax Increment Financing districts in Perham. The goal of the program is to increase the tax base and improve the quality of life in Perham through three strategies:

**Housing Capacity:** Increase the availability of quality housing in Perham.

**Commercial Enhancement:** Assist in updating, expanding, rehabilitating, and/or (fit-up) commercial properties in Perham.

**Public Infrastructure:** Support new sewer, water, stormwater, road, and sidewalk construction within Perham necessary to support new housing, commercial, or recreational projects.

#### II. PROGRAM INFORMATION

**Funding Available:** Funds will be available for grants through 2024 or until the grant funds have been expended. Grant amounts will be based on need, economic impact, and project readiness. Each request must be matched with a minimum \$1 of other funds for every \$1 requested. Grant funds will be distributed to approved applicants upon project completion as a reimbursement of expenses.

**Eligible Applicants:** Applicants must be making enhancements to property within the City of Perham Limits. Projects outside the City limits will not be eligible. Maximum funding is \$100,000 per project. Each project will be scored on its added value to the core principles of this grant.

**Application Instructions:** It is the applicant's responsibility to be aware of the submission requirements needed to prepare an application with the applicable sections completed in accordance with this guide and the type of grant requested. The application consists of the application form and all required attachments.

Applications determined by the City of Perham to be incomplete or not legible will not be accepted and will be returned to the applicant. Contact Nick Murdock at 218-346-9798 or [nmurdock@cityofperham.com](mailto:nmurdock@cityofperham.com) with questions or if you require assistance with completing or submitting your application.

#### III. DEFINITIONS

**Activity:** Components of the Project described in the application. Activities do not in and of themselves comprise the Project for which grant funds are requested.

**Commercial Enhancement:** Permanent interior or exterior improvements to upgrade and improve the functionality and appearance of commercial/retail buildings.

**Housing Capacity:** Activities that increase the number or availability of housing units and/or bedrooms.

**Project:** Activity for which Grant funds are requested. The grant funding is restricted to the eligible activities.

**Public Infrastructure:** Sewer, water, stormwater, road, and sidewalks within Perham.



## IV. ACTIVITIES

**Eligible Activities** – this is not an exhausted list. All applications will be reviewed for eligibility.

- Necessary public improvements including, but not limited to parking structures, sewer and water, sidewalks, street reconstruction, and stormwater management.
- Rehabilitation of a commercial property that is linked to the elimination or preventions of blight, correction of building code deficiencies, or improving building functionality.
- Rehabilitation of a residential property that will increase housing capacity by the elimination or preventions of blight or the correction of building code deficiencies.
- Construction of new housing units within the City of Perham.

### **Ineligible Activities**

- Costs not included in the application.
- Costs incurred prior to approval of a grant application.
- Interior improvements or rehabilitation temporary in nature.
- Administration expenses

## I. SELECTION

**Application Timeline:** Applications will be reviewed by the Perham EDA at the first monthly meeting of each calendar year quarter (January, April, July, October). To be reviewed, completed applications must be received by the City of Perham 1 week prior to the scheduled EDA meeting (see city of Perham website for meeting schedule). If deemed competitive, the application will go to the following months City Council meeting for final approval. Project activities can not start until final approval is given by the City Council. Any activities undertaken before approval will not be eligible for grant funding.

The last grant application review will be October 2024, unless grant funds have been exhausted. In which case, public notice will be given prior to the next application deadline.

**Competitive Criteria:** If the application meets all threshold criteria, the application will then be reviewed and rated on the following criteria. To be eligible for Opportunity Grant funding, the application must meet a minimum of 30 points in competitive criteria, as defined here:

1. **Leverage:** Applications should include a variety of other funding sources committed to the project. Other funding sources could include TIF, DEED, or other public and private resources. Evidence of funding commitments must be submitted with the application. [25 Maximum Points]
2. **Readiness to Proceed:** The applicant should be ready to proceed with the identified project upon funding award (e.g. zoning approvals in place, site control secured, financing commitments in place). [15 Maximum Points]
3. **Economic Benefit:** The project should have a defined impact on the local economy. This impact is measurable through growth in property taxes and new and/or retained jobs. [15 Maximum Points]
4. **Removal and/or Prevention of Blight:** Points will be awarded to projects that remove blight or blighted properties and/or properties with obsolete structures beyond their useful life. [10 Maximum Points]
5. **Housing Affordability:** To receive points under Housing Affordability, the housing project must demonstrate that the created units will be affordable in nature and specify how the grant funds helped enable unit affordability. [10 Maximum Points]