

## DEPARTMENT OF SMALL AND LOCAL BUSINESS DEVELOPMENT

### REVISED NOTICE OF FUNDING AVAILABILITY (NOFA)

#### DC MAIN STREETS

(Georgetown, Kennedy Street/Upper 14<sup>th</sup> Street NW, Lower Georgia Avenue, and Minnesota Avenue Target Areas)

The Department of Small and Local Business Development (DSLBD) is soliciting applications from eligible applicants to operate a DC Main Streets program (“the Program”) in four service areas (listed below). This revised NOFA includes a new breakdown for how administrative costs can be expended. **The submission deadline is Friday, August 4, 2017 at 2:00 p.m.**

Through this grant, DSLBD will designate and fund four DC Main Streets programs (organizations), which will develop the following programs and services.

- Assist business districts with the retention, expansion and attraction of neighborhood-serving retail stores.
- Unify and strengthen the commercial corridor.

Eligible applicants are DC-based nonprofit organizations which are current on all taxes.

DSLBD will **award** one grant for **each** of the following **service areas** (i.e., a total of four grants).

- Georgetown (Ward 2)
- Kennedy Street /Upper 14<sup>th</sup> Street, NW (Ward 4)
- Lower Georgia Avenue (Ward 1)
- Minnesota Avenue (Ward 7)

Each designated Program will receive \$175,000 in grant funding and technical assistance to support commercial revitalization initiatives.

Funding restrictions are as follows:

1. Up to \$55,000 may be spent on the salary of the Executive Director, who must be hired by December 1, 2017.
2. Up to \$25,000 may be spent on administrative costs, including office rental, office equipment, services and other administrative costs.
3. A minimum of \$35,000 must be spent on sub-grants to business and property owners. Grantees are expected to hire Certified Business Enterprises (CBE’s) to provide all services.
4. A minimum of \$45,000 must be spent on other programmatic costs, including contracts for services, and advertising. Grantees are expected to hire Certified Business Enterprises (CBE’s) to provide all services.

- As part of other programmatic costs, up to \$7,000 may be spent on accounting and professional audit services. Grantees are expected to hire Certified Business Enterprises (CBE's) to provide all services.
5. A minimum of \$15,000 must be spent on technical assistance in learning the Main Street Approach® from approved practitioners through workshops or other training sessions. Grantees are expected to hire Certified Business Enterprises (CBE's) or approved not for profit organizations to provide all services.
- Up to \$1,000 may be spent on professional dues/membership expenses and up to \$2,000 may be spent on staff/volunteer travel.

The DC Main Streets grant award is a recurring grant, which can be renewed annually as long as the grantee continues to meet the standards for accreditation by the National Main Street Center. The FY 2018 **grant performance period** is October 1, 2017 through September 30, 2018.

The **Request for Application** (RFA) includes instructions and guidance regarding application preparation. DSLBD will post the RFA on or before **Friday, June 23, 2017** at [www.dslbd.dc.gov](http://www.dslbd.dc.gov). Click on the *Our Programs* tab, then *Neighborhood Revitalization*, and then *Solicitations and Opportunities* on the left navigation column. DSLBD will host an Information Session on Thursday June 29, 2017 at 3:00 p.m. at DSLBD's office (441 4th Street, NW, #805 South Washington DC 20001). A photo ID is required to enter the building.

**Application Process:** Interested applicants must complete an online application on or before **Friday, August 4, 2017 at 2:00 p.m.** Applicants submitting incomplete applications will be notified by Monday, August 7, 2017 and will have two business days to upload missing information. Corrected applications are due on Wednesday August 9, 2017 at 2 p.m. DSLBD will not accept applications submitted via hand delivery, mail or courier service. **Late submissions and incomplete applications will not be forwarded to the review panel.**

**Selection Process:** DSLBD will select grant recipients through a competitive application process that will assess the Applicant's eligibility, experience, and capacity. DSLBD will determine grant award selection and notify all applicants of their status via email on or before Wednesday September 7, 2017.

**Funding for this award is contingent on continued funding** from the DC Council. The RFA does not commit the Agency to make an award.

DSLBD reserves the right to issue addenda and/or amendments subsequent to the issuance of the NOFA or RFA, or to rescind the NOFA or RFA.

All applicants must attest to executing DSLBD grant agreement as issued (sample document will be provided with the online application) and to starting services on October 1, 2017.

For more information, contact Cristina Amoruso, DC Main Streets Coordinator, at the Department of Small and Local Business Development at (202) 727-3900 or [cristina.amoruso@dc.gov](mailto:cristina.amoruso@dc.gov).