



## 2023 Main Street Rhode Island Streetscape Improvement Fund Application

Please submit a complete electronic copy of the application by email to [MainStreet@commerceri.com](mailto:MainStreet@commerceri.com). The subject line should read “Main Street - [applicant name],” (eg. “Main Street – XYZ Development”). Proposals should be submitted as a single PDF file, saved as “Main Street - [applicant name]”.

Questions on the application process may be submitted to:

[MainStreet@commerceri.com](mailto:MainStreet@commerceri.com)

**First Round Application Deadline: April 5, 2023 at 5:00 PM**

## Submission Instructions

- **Read and review the Rules and Regulations for the Rhode Island Main Street Rhode Island Streetscape Improvement Fund Program before completing this application. All eligibility requirements, including the Application Certification Form, must be met for an application to be considered.**
- This application may be updated from time to time. Please ensure the most up-to-date version of the application is used for a response. The up-to-date version is located here: <https://commerceri.com/incentives/main-street-ri-streetscape-improvement-fund/>
- This application consists of six sections: (1) applicant information, (2) project narrative, (3) project finances, (4) project timeline, (5) letters of support and (6) a certification. If additional space is needed, please label any additional attachments as instructed in the application. To be considered for a grant, all application items must be submitted in a single submission, organized as indicated. For the electronic copy of the application, please submit a single PDF document that includes the application and all attachments. Failure to provide required information could result in a delay in the review of or rejection of an application.
- Applicants can be considered for funding in both the Main Street Rhode Island Streetscape Improvement Fund and Site Readiness program. If you would like to be considered for funding in both programs, please check the box in the application in section 1, question #6.
- Letter(s) of Support are optional but recommended. Applications that include letters of support from representatives of properties, the city or town in which the project is located, or similar will be given special consideration.
- The Commerce Corporation reserves the right to require the submission of additional information in connection with any application or to require the revision of an application.
- Applicants approved for funding will be required to enter into an incentive agreement with the Corporation to receive the grant. The Corporation may request additional information in the course of negotiating that agreement.
- All applicants are advised that any and all records (documents, correspondence, memoranda, etc.), received or maintained by the Commerce Corporation may be a matter of public record and subject to release upon a request from a member of the public under the Rhode Island Access to Public Records Act ("APRA"), R.I. Gen. Laws Section 38-2-1 et seq. In response to a request, the Commerce Corporation has the right, in its sole discretion, to redact or withhold information which is exempt from disclosure under APRA, including trade secrets and commercial or financial information which is of a privileged or confidential nature. **The Corporation recommends that any portion of the application or any attachment to the application that contains such information be clearly labeled with the legend "Confidential Information."**
- **Applications must be received by Wednesday, April 5, 2023 at 5:00pm.**

## Section 1. Applicant Information

**1. Applicant Name (City, Town or Entity Name):** Click or tap here to enter text.

**Project or Site Address (if applicable):** Click or tap here to enter text.

**Plat/Lot Numbers (if applicable):** Click or tap here to enter text.

**Size of the parcel/building (if applicable):** Click or tap here to enter text.

**Is the applicant a subsidiary or affiliate of another company?** Yes  No

**Name of parent or affiliate (if applicable):** Click or tap here to enter text.

**Provide a 2-3 sentence description of the applicant:** Click or tap here to enter text.

**RI House District #** Click or tap here to enter text.

**RI Senate District #** Click or tap here to enter text.

**2. Primary Contact for application**

**Full Name:** Click or tap here to enter text.

**Job Title:** Click or tap here to enter text.

**Mailing Address:** Click or tap here to enter text.

**City, State, Zip:** Click or tap here to enter text.

**Phone:** Click or tap here to enter text.

**Email:** Click or tap here to enter text.

**3. Grant Applicant Type**

Municipality

Political Subdivision of a Municipality

Economic Development Organization

**4. Additional Information**

If applicable, please attach information responsive to the following items. Please check the box next to each item included.

**Site Maps.** Provide a map that shows the general location of the project site. Also provide a map that focuses on the project and its immediate surroundings. For the hard copy submissions, please do not print these maps on paper larger than 11x17 inches.

**Renderings and Plans.** Provide preliminary architectural elevations, plans and renderings for the project. For the hard copy submissions, please do not print these drawings on paper larger than 11x17 inches.

**Studies or plans that support the request for funding.**

**Other information.** Description: Click or tap here to enter text.

**5. Applicant Description.** In the space below provide (1) a brief description of the organization that covers its governance structure, membership/ constituents, and activities and (2) evidence

demonstrating that the applicant has the organizational capacity to undertake and complete the proposed Streetscape Improvement Project.

Click or tap here to enter text.

## **6. Site Readiness Program.**

The Site Readiness Program partners with municipalities and/or developers to fund municipal technical assistance and site-specific planning and improvements. Application for funding through a Request for Proposal is now open. For more information visit: <https://commerceri.com/site-readiness/>

I would like my Main Street Rhode Island Streetscape Improvement Fund application materials to also be considered for the Site Readiness Program.

## Part 2. Project Narrative

Please use as much space as needed to fully respond to the prompts below.

- 1. Project Name:** Click or tap here to enter text.
- 2. Project's City/Town** Click or tap here to enter text.
- 3. Description of Project Location and Area.** Identify in the space below the district, street(s), etc. where improvements will be made. The description should demonstrate that the project area (1) is walkable, (2) has a compact mix of land uses suitable for small business development and commerce, and (3) attracts residents and visitors to frequent the activities located in the area.  
  
Click or tap here to enter text.
- 4. Detailed Project Description and Statement of Need.** In the space below, provide a detailed description of the project and the streetscape improvements that will result. If this grant will fund a portion of a larger initiative, project, or development, please describe (1) the larger initiative, (2) progress made to-date, and (3) how this grant will contribute to the larger initiative.  
  
Click or tap here to enter text.
- 5. Project Impact and Public Benefit.** Describe the project's economic and other benefits in the space below. This should include a discussion of how the project aligns with existing and planned economic development investment (both public and private) in the area. Other relevant factors may include, but are not limited to, catalyzing private investment, neighborhood revitalization, elimination of blight, enhancing state and local revenues, environmentally-sustainable/energy efficient development, and improvements to public transportation and/or bicycle transportation.  
  
Click or tap here to enter text.
- 6. Project Maintenance.** In the space below, describe the plan to ensure the upkeep/maintenance/operational sustainability of the planned improvements following their completion. Identify the sources of funds necessary for these efforts in the out years following construction.  
  
Click or tap here to enter text.

### Part 3. Project Finances

**1. Total Project Cost:** \$ Click or tap here to enter text.

**2. Requested Award Amount:** \$ Click or tap here to enter text.

**3. Committed Match Amount\*:** \$ Click or tap here to enter text.

*\*Applicants are required to have a committed match. There is no minimum on the match amount.*

**4. Committed Match Include:** Select all that apply.

Cash or Cash Equivalent

Real Estate

**5. Are there additional or other funds dedicated to support this project?** Yes  No

**6. Please describe the matching funds or additional/ other funds invested in this project:**

Click or tap here to enter text.

**7. Evidence of Committed Match (required).** Provide evidence that the committed match funds will be committed to the project prior to the receipt of funds pursuant to this program, for example, a budget enactment, resolution, or letter of commitment from the funding agency. If the committed match consists in whole or in part of real estate necessary for the project that is contributed in order to construct the project, provide an appraisal of the contributed real estate that was conducted within one year of the date of this application. While there is not a minimum required committed match, projects with committed matches of 20% or greater will be prioritized.

Click or tap here to enter text.

**8. Project Budget.** In the space below, provide a detailed budget for the Streetscape Improvement Project supported by project cost estimates that are incurred directly and exclusively for the work to be performed on the project. The budget must reflect compliance with the requirements of Chapter 37-13 of the Rhode Island General Laws, pertaining to public works wage and labor standards, in the event that the requirements set forth in the Chapter apply to the Streetscape Improvement Project.

Project Expense	Price (if applicable)	Quantity (if applicable)	Total
<b>Ex. Construction of wayfinding street signs</b>	<b>\$20,000</b>	<b>4</b>	<b>\$20,000</b>
<b>Total:</b>			Click or tap here to enter text.

**9. Other Incentives.** In the space below, list all federal, state, and local incentives, grants, tax credits or other aid that will or may be received or requested in relation to the creation of the new full-time jobs, and the status of the application for each. This includes, but is not limited to, any incentive sought in relation to the construction, acquisition, lease, or investment in property that facilitates the creation of the new full-time jobs.

Click or tap here to enter text.

## Part 4. Project Timeline

- 1. Anticipated Construction Start Date:** Click or tap here to enter text.
- 2. Anticipated Construction Completion Date:** Click or tap here to enter text.
- 3. Anticipated Date Project will be Open and Operational:** Click or tap here to enter text.

In the table below, provide a comprehensive project timeline. Include anticipated dates for site acquisition (if applicable), project start and completion, as well as other project milestones including any city or state approvals required to implement the project. Multi-phase projects must include details for each phase. Projects should be time-limited and substantially complete within eighteen months of an award. If extra space is needed, please attach a similarly formatted table to your grant application.

Activity	Project Timeframe or Completion Date
Ex. Right-of-way permit for signage installation approved by Town of XYZ.	January 15, 2023



## **Part 5. Letter(s) of Support**

If the Main Street applicant is not a municipality, a letter of support from the municipality in which the project is located is required. Otherwise, letters of support are optional but recommended. Up to three letters of recommendation from municipal partners, community organizations, businesses, or developers can be included in an application.

Click or tap here to enter text.

## Part 6. Applicant Certification

The undersigned is an authorized representative of the Applicant listed below with the authority to bind the Applicant for the proposed Site Readiness Program.

I certify that I have reviewed the information contained in this application and confirm that all statements made in this Application in its entirety including all attachments, etc. are true and correct to the best of my knowledge.

**Applicant or Authorized Representative:**

Click or tap here to enter text.

**Title:**

Click or tap here to enter text.

**Signature:**

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**Date Signed:**

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