



2023 URBAN RENEWAL “Call for Projects” GRANT APPLICATION INSTRUCTIONS

March 13, 2023 thru May 26, 2023

The La Grande Urban Renewal Agency (URA) is accepting grant applications for project funding assistance until **5:00 p.m., May 26, 2023**. Applications may be emailed, mailed or hand-delivered. Late or incomplete applications will not be considered. Applicants are encouraged to submit applications prior to May 1, 2023 if you would like your project reviewed prior to a formal submission. Incomplete applications received by May 1, 2023, will be returned to the applicant with comments and may be revised and returned by the May 26, 2023 deadline.

Program funding is limited and is subject to the approval and adoption of the La Grande Urban Renewal Agency’s 2023-2024 Budget. This is expected to be a competitive round of funding.

General project funding criteria:

- Only the official URA “Call for Projects” (Revitalization Incentive Program) Funding Application will be accepted. **Please note that we are asking you to use the application for all information and to observe the word limit. If word limit is exceeded, the application will be rejected. No additional sheets will be accepted for questions with word limits. Only documents related to the “Business Viability and Readiness to Commence” section may be attached, i.e. business plan; bids, funding letters; pictures of the property and construction plans.**
- Projects must be physically located within the URA District boundaries. District maps are available on the City’s website: www.cityoflagrande.org.
- The maximum funding available for any one project is 50% of total project costs, up to \$75,00. Projects must have a minimum of \$10,000 in total project costs. Payment is on a reimbursement basis only. New construction projects located at the La Grande Business and Technology Park may be eligible for up to

\$100,000, depending on the specific lot, using the newly created Traded Sector/ La Grande Business & Technology Park Grant Fund.

- Funding is on a reimbursement basis only and will require an agreement between the applicant and the URA prior to project start. Funding is expected to be available after July 10, 2023. Downtown projects that include historic building façade improvements should contact the Economic Development Department for additional information as they may be subject to Landmarks Commission review and approval.
- Typically work on a project cannot commence nor be eligible for reimbursement until an award is made and an agreement signed by the applicant and the District Manager. However, with prior written approval, and following the submission of a completed application, projects MAY be allowed to commence work prior to consideration by the Agency AT THE APPLICANT'S OWN RISK. This requires an approved Early Start Form. No applicant is guaranteed to receive any or all of the funds requested, even if permission to commence work is approved.
- The La Grande Urban Renewal Agency will convene a special meeting at 6:00 p.m. on Wednesday, July 10, 2023, in City Hall at 1000 Adams Avenue to review the applications. This meeting date is tentative and may change. Applicants will be notified in writing of the actual meeting date when set. All submitted materials are considered public documents with the exception of those documents or sections of documents specified on the application.

Questions should be directed to Timothy Bishop, Economic Development Director; 541-962-1307 or 541-962-5994; tbishop@cityoflagrande.org.