



# Neighborhood Prosperity Fund

A Retail Grant & Grow Initiative



FOR MORE INFORMATION: [GRANTANDGROWEXPO@DC.GOV](mailto:GRANTANDGROWEXPO@DC.GOV)

**DMPED**  
OFFICE OF THE DEPUTY MAYOR FOR  
PLANNING & ECONOMIC DEVELOPMENT

WE ARE  
WASHINGTON  
GOVERNMENT OF THE  
DISTRICT OF COLUMBIA  
DC MURIEL BOWSER, MAYOR



# About



DMPED's Retail Grant & Grow, is an innovative funding approach for all competitive grants led by the Business Development Team in partnership with Contracts/Grants/Procurement Team, General Counsel and DMPED's agency fiscal officer.

This new approach will:

- Streamline the internal administrative process
- Create an inclusive grant review
- Reduce grant fatigue for businesses
- Leverage technology to strengthen grant compliance
- Introduce new metrics for measuring programs

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# NEIGHBORHOOD PROSPERITY FUND



## Program Purpose



The Neighborhood Prosperity Fund incentivizes community development, economic growth, and job creation by using local funds to provide financing for projects that attract private investment to emerging communities.



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# NEIGHBORHOOD PROSPERITY FUND



## Program Overview

<b>ELIGIBILITY &amp; REQUIREMENTS</b>	<ul style="list-style-type: none"><li>• Joint ventures, partnerships, cooperatives, and limited liability types of companies, corporations, and for-profit and non-profit developers</li><li>• Project that combine two or more of the following types of development: mixed used (commercial portion only), retail, food services, and offices limited to urgent care centers and other health or medical facilities.</li><li>• Projects must be active at the time of applications with intention to complete the project within 18 months after the award.</li><li>• Site control</li><li>• Must have secured at least 50% of funding for project</li><li>• Project must be within boundary listed in RFA</li></ul>
<b>AWARD RANGE</b>	\$300,000 to \$2,700,000 (competitive)
<b>SCORING CRITERIA</b>	Business Overview (15), Project Overview (20), Financial Viability (10), Job Creation/Economic Benefit (25), Corridor Impact (30)
<b>TARGET</b>	Development projects (mixed used)
<b>ELIGIBLE EXPENSES</b>	Build out, rent abatement for prospective tenant(s), and/ or tenant improvements.
<b>PERIOD OF PERFORMANCE</b>	April/May 2024 - September 2025

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## Program Eligibility

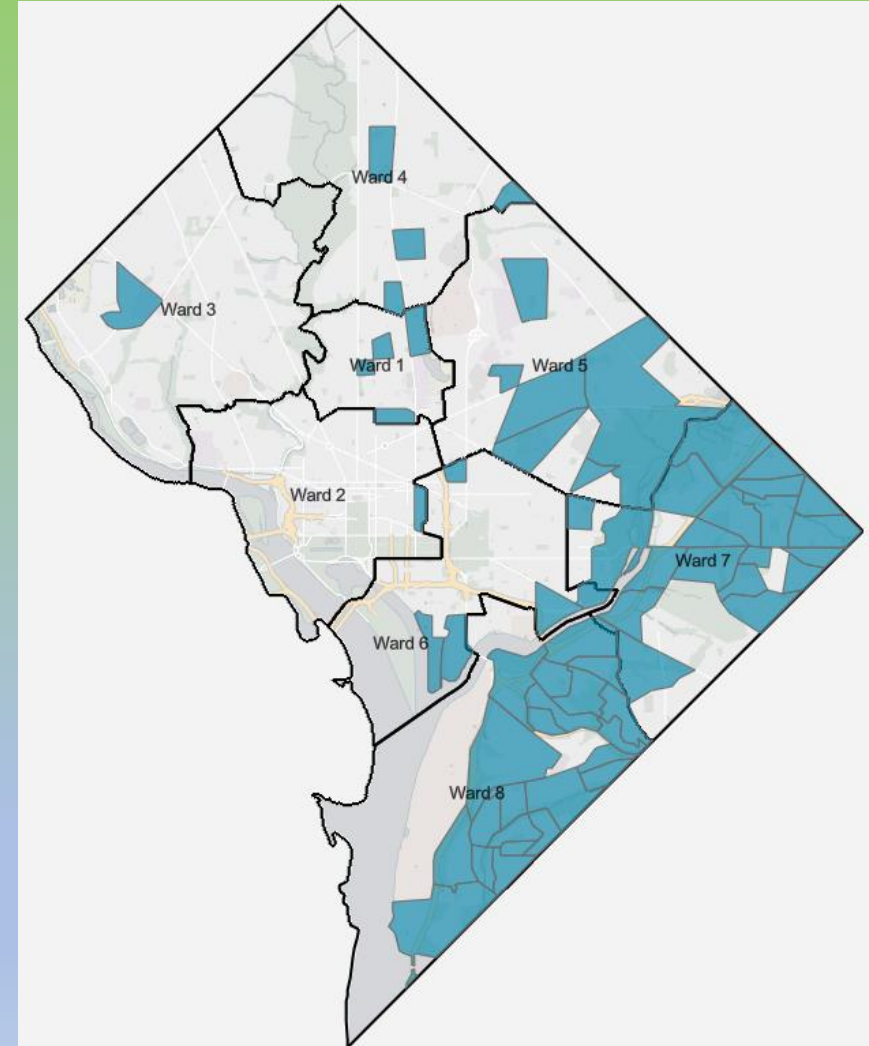
### ELIGIBLE PROJECTS

Projects that combine two or more of the following types of development:

- Mixed used (commercial portion only)
  - This grant will **only** fund the commercial portion of a development project.
- Retail
- Food services
- Office
  - Projects will be considered on the basis of building location, current built environment, and economic health of the market
- Special purpose developments limited to urgent care centers and other health or medical facilities.

Projects must be active at the time of application with the intention to complete by the end of the 18-month period of performance

Projects must be within the statutory boundaries of the [Neighborhood Prosperity Fund Eligibility Map](#).





## Program Eligibility

### ELIGIBLE APPLICANTS

- Be a licensed business in Good Standing with the DC Department of Licensing and Consumer Protection (DLCP), the Office of Tax and Revenue (OTR), the Department of Employment Services (DOES), and Internal Revenue Service (IRS).
- Maintain their Good Standing status with the aforementioned entities throughout the pre-award process and the grant's period of performance.
- **Retain site control of the business property**
  - Simple ownership
  - Letter of intent
  - Executed contract or lease with the property owner with a minimum unexpired term of at least 2 years
    - Applicants who lease their business property are required to submit a notarized affidavit from their landlord authorizing the proposed improvement project
    - An LOI will be accepted in lieu of a lease
- Provide proof of property and liability insurance (an insurance quote is permitted for new businesses)
- All past recipients are eligible, but preference will go towards businesses never awarded or businesses expanding their existing operations.
- Must have secured at least 50% of the total funding for the project prior to the application



## Program Eligibility

### INELIGIBLE APPLICANTS

- Adult entertainment
- Banks
- Hotels
- Nightclubs
- Seasonal business providers
- Cell phone providers
- Tax preparation businesses
- Theatres
- Sports arenas
- Religious facilities
- Schools
- Hospitals
- Processing plants
- Refineries

DMPED has sole discretion to deem any project ineligible

# NEIGHBORHOOD PROSPERITY FUND



## Program Expenses

### ELIGIBLE EXPENSES

- Design
- Architectural and engineering costs
- Construction costs
- Tenant Improvement
- Historical preservation build out
- Development analysis
- Rent abatement/Tenant concessions for up to 3 years to stabilize market rent

Development consultant fees are limited to no more than 10% of the full predevelopment budget, unless an exemption was requested and agreed upon by DMPED.

### INELIGIBLE EXPENSES

- Acquisition/Purchase of real property
- Federal and District taxes
- Any costs to satisfy liens and related penalties
- Government impositions
- Organizational overhead
- Food
- Equipment
- Organizational capacity building
- Transportation
- Debt service

Invoices or expenses paid prior to the grant agreement being executed are ineligible





## Scoring

### Scoring Components

- Business Overview (15 points)
- Project Overview (20 points)
- Financial Viability (10 points)
- Proposed Job Creation and Economic Benefits (25 points)
- Corridor Impact (30 points)

# OLD GRANT PROCCSS



## Applying



### Grant Cycle

In the past, DMPED has released competitive grant opportunities throughout the fiscal year. This approach created grant **fatigue** for the businesses.

Example: In a prior year, a new grant was launched:

- 1 in Oct.
- 2 in Nov.
- 1 in Dec.
- 3 in Jan.



### Application Process

Due to the competitive nature of these grants, being able to clearly and completely articulate in writing is required.

This creates an English-language barrier for those who are not native English speakers

Compliance documents required by the district is often a barrier.



### Review/Award Process

Inconsistent quality of review across all grant programs.

No uniformity in grants agreements, metrics, & reporting



### Monitoring/Technology

Monitoring is not consistent across all programs .

Not leveraging DMPED's existing technology to it fullest extent to strengthen all grant processes and administration.

# APPLICATION PROCESS



## Applying

### Phase 1



#### Prequalification Period

*(RFA: Jan 26, 2024 – March 15, 2024)*

Applicants must complete all eligibility compliance documents and submit a complete Project application.

Once completed and approved, applicants will receive notification to complete the second portion of the application and schedule their Live Technical Review.

### Phase 2



#### LIVE Technical Review Appt

*(March 18, 2024 – April 19, 2024)*

Each applicant will have a virtual LIVE Technical Review panel comprising District government representatives across multiple agencies. Applicants will be provided with template documents to use for the Technical Review panel.

### Phase 3



#### Award/Compliance

*(April 1, 2024 – April 30, 2024)*

Applicants will receive a conditional award notification and additional compliance requirements from the procurement team within two weeks of the technical review



## Compliance Documents

### COMPLIANCE DOCUMENTS for PREQUALIFICATION

- Owners Affidavit
- Tax Affidavit
- Landlord Affidavit
- Debarment Affidavit
- Arrest and Convictions Statement
- Clean Hands Certificate from the District Office of Tax and Revenue (OTR)
- Business License (DLCP)
- Proof of Site Control
- Ethics and Accountability Statement
- Certificate of Insurance

# NEIGHBORHOOD PROSPERITY FUND



Questions



## NEIGHBORHOOD PROSPERITY FUND

Specific RFA questions

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