



## **Memo**

Date: February 14, 2023  
To: Clackamas County Board of Commissioners  
From: Nancy Bush, County Operating Officer  
Subject: Oregon Main Street Revitalization Grant 2023

### **Request:**

Staff is seeking Board's approval to work with County Counsel and Downtown Oregon City Association staff to develop an agreement so that the Association can apply for the 2023 Oregon Main Street Revitalization Grant.

### **Background:**

The Oregon Main Street Revitalization Grant supports downtown revitalization efforts in communities that participate in the Oregon Main Street Network. The purpose of the program is to assist communities to revitalize main streets in order to expand to viable businesses or create a stronger tax base.

This grant will not be available again until 2025 and only if the state legislature approves it at that time. As a result, this may be the only opportunity for Downtown Oregon City Association to receive the funds that will be helpful for them as well as the County moving forward on decisions related to the Main Street Courthouse.

The Downtown Oregon City Association is eligible for the grant and is partnering with the City of Oregon City to apply for approximately \$200,000. As a condition, the applicant must provide a signed agreement between the Oregon Main Street Network member (Downtown Oregon City Association) and the owner of the facility (Clackamas County).

The agreement will outline the purpose of the grant and may include a statement that Clackamas County is not committing to decisions related to final purpose of the building after vacancy.

The grant agreement will outline studies Downtown Oregon City Association may include in the application:

- Geotech
- Structural
- Seismic
- Architecture

- Comms/Marketing/Community Outreach
- Best Use Feasibility Study OR Feasibility for a Predetermined Use
- Commercial Realtor Assessment of property

The studies would provide a basic understanding of the current situation with the property for future use by Clackamas County and others.

The application is due on March 16, 2025. If the BCC directs staff to prepare an agreement, it will be presented to the BCC before that date.

Thank you for your consideration.

**Attachments:**

Oregon Main Street Revitalization Grant 2023 Information

# OREGON MAIN STREET REVITALIZATION GRANT

## 2023 INFORMATION

OREGON HERITAGE, OREGON PARKS AND RECREATION DEPARTMENT

*Oregon Parks and Recreation Department is committed to valuing and serving everyone by actively working to provide safe and equitable access to state parks and agency programs. To this end, the department will not tolerate racism, harassment, discrimination, or intimidation in any form.*

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The Oregon Main Street Revitalization Grant supports downtown revitalization efforts in communities participating in the Oregon Main Street Network.

The purpose of the program is to;

- Acquire, rehabilitate, and construct buildings on properties in designated downtown areas statewide; and
- Facilitate community revitalization that will lead to private investment, job creation or retention, establishing or expanding viable businesses, or creating a stronger tax base.

This grant is awarded annually until the Oregon Main Street Revitalization Grant Fund is expended. Grants must be submitted through the Oregon Parks and Recreation Department Grants Online program.

### **FINANCIAL INFORMATION:**

- Grant funds may be awarded for amounts up to \$200,000.
- Matching funds of at least 30% of the award is required. Match can be in the form of cash, in-kind donations, and/or volunteer time. The match requirement may include necessary project “soft” costs for professional services (i.e. architectural or engineering studies directly related to the project/property).
- Project costs that occur outside of the grant period do not qualify for funded or as match.
- Indirect and contingency costs do not qualify for funding or as match.
- 10% of grant funds will be withheld until all grant related work is complete.

**BUDGET INFORMATION:** Bids and estimates strengthen the grant request when applicable.

### **GRANT TIMELINE:**

Application Deadline: March 16, 2023 (11:59 p.m.)

Notification: May 12, 2023

Project Start: Projects may start once the grant agreement is executed. Do not plan to begin work any earlier than July 1, 2023.

Project Completion and Final Reporting Deadline: March 31, 2026

Project Impact Reports: At final report and one year.

**PRESERVATION REQUIREMENTS:** The application must convey that all work will be consistent with the Secretary of the Interior’s Standards for Rehabilitation of Historic Properties. If the building is not historic, the Standards for compatible additions within a historic district apply.

<http://www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm>.

**GRANT REPORTING AND PAYMENT:** Awarded projects will be the subject of binding agreements between the State and the applicant. Grant funds are dispersed on a reimbursable basis. Up to 20% of grant funds may be provided in advance for awards under \$20,000. Reimbursement and reporting details will be in the grant agreement. Reporting includes a report one year following project completion.

**APPLICANT, PROPERTY, AND PROJECT ELIGIBILITY:**

- Applicants
  - Must be organizations that participate in the Oregon Main Street Network. To find out if your organization is in the network visit [www.oregonmainstreet](http://www.oregonmainstreet) . Oregon Main Street Network is the entity administered by the State Historic Preservation Officer designated under ORS 358.565 to provide assistance, training, and technical services to communities in Oregon desiring to strengthen, preserve, and revitalize their historic downtown commercial districts as defined in ORS 390.262(1)(b). Awards will be made to the applicant Main Street organization for disbursements to locally designated grant beneficiaries if the applicant is not the beneficiary of the grant.
  - Must demonstrate the past or prospective capacity to work with project leaders in designated local communities or downtown Main Street districts.
  - Must have the ability to receive and expend grant funds and manage all fiscal responsibilities.
- Property
  - Must be within a designated Main Street district boundary and in the primary focus area of the local downtown or neighborhood revitalization effort. A map defining the primary focus area must be submitted by the Oregon Main Street Network member organization to, and approved by, Oregon Main Street prior to submitting a grant application.
  - If applicant is not the owner, a signed agreement between the OMS Network member organization and the property owner is required with the application. A letter of support from the property owners of neighboring buildings and businesses will make a stronger application.
- Projects
  - Rehabilitation/Restoration of properties. This can include, but is not limited to:
    - Façade improvements (front, rear, side)
    - Upper floor interior rehab
    - Structural repairs/improvements
    - Code compliance
    - First floor interior rehab
    - Energy efficiency (window repair, insulation, awnings, etc.)
    - Single specific phase of a large rehab. The project must have a specific defined focus and clearly identifiable scope of work including start/end dates and milestones for completion.
  - Compatible new construction including building additions and new buildings with first floor commercial space and upper floor(s) commercial or residential space. Razing of an existing structure to allow for new construction will not be considered an eligible use of funds or as match.
  - Rehabilitation/Restoration of multiple properties committed to a mutually agreed upon improvement. This may include, but is not limited to:
    - Improvements to the facades (front or rear) of a highly visible group or block of buildings



- Installation of an elevator and common hallway linking several buildings
- Handicapped accessibility improvements serving multiple buildings/storefronts like a common ramp or lift
- Fire sprinkling of multiple properties with a central master control room
- Energy efficiency/sustainability upgrades like green roofs for multiple buildings, geo-thermal well fields, etc.
- Upper floor rehabilitation of a number of spaces for residential uses.
- Acquisition of properties within the designated district if a development plan is in place that meets the grant criteria.
- Projects using the Federal Rehabilitation Tax Credit program may not claim grant funds for the federal rehabilitation tax credits.
- Properties under Oregon's Special Assessment of Historic Properties program may qualify.
- All work must be consistent with the Secretary of the Interior's Standards for Rehabilitation of Historic Properties; see <https://www.nps.gov/tps/standards.htm>.
- NOT ELIGIBLE:
  - Work not attached to a building except for ADA accessibility features to access the building.
    - No patios, parking lots, signs not attached to the building, exterior features for food trucks, furnishings, etc.
  - Non-historic materials on historic buildings.
  - Removal of original material on historic buildings unless condition merits it. Removal of historic materials solely for energy efficiency is not allowed.

**CRITERIA:**

- The community's level of need for main street revitalization and economic development.
- Anticipated results of how the project will enhance community revitalization.
- How well the project impacts the plan for downtown vitality.
- Level of community engagement in the development of the plan for downtown vitality and in the project selection.
- Level of support from the community for the project, as demonstrated by the level of Main Street participation and other evidence (e.g., how the community was engaged in establishing priorities for overall downtown revitalization and how the project meets these priorities).
- The capability of the applicant to complete the project.
- Level of local investment based on the strength of the matching share.
- The work plan is well developed and described and the corresponding cost estimates are reasonable and supported.
- Level of capacity to work with project leaders in designated local communities or downtown areas including, but not limited to local officials, business and property owners, or other partners.
- Project location in the state.
- Consistency with the Secretary of the Interior's Standards for Rehabilitation of Historic Properties.

**PRIORITIES:**

- Projects in the Accredited, Designated, or Affiliated tiers of the Oregon Main Street Network (Note: Tiers were updated in June 2022).



- Commercial buildings within designated Oregon Main Street Network communities that are also in Certified Local Government communities or local or National Register historic districts.
- Areas with the greatest need for designated Main Street area revitalization and economic development. These may include:
  - Area median income
  - % renters
  - % families below federal poverty rate
  - % individuals below federal poverty rate
  - Building vacancy rates
  - Business rates
  - Housing rates
- A minimum of 50% of the funds go to rural areas.
  - Outside acknowledged Portland Metro Urban Growth boundary
  - Outside acknowledged urban growth boundary of cities with a population of 30,000 or more
- Projects with a well-prioritized, clearly explained work plan with an appropriate level of detail and realistic cost estimates.
- Projects that achieve goals of the downtown plan.
- Organizations that demonstrate strong capacity to manage the grant and project.
- Projects located in traditionally underserved communities, including rural areas and communities that demonstrate significant financial barriers to redevelop or rehabilitate downtown areas.
- Geographic diversity.
- Project readiness, including matching dollar share in-hand.

**REGISTER TO APPLY ONLINE:** Visit the OPRD: Grants Online at [www.oprdgrants.org](http://www.oprdgrants.org) to request an account and receive your login. Please use the instructions for OPRD: Grants Online which can be found at <http://www.oregon.gov/oprd/HCD/FINASST/Pages/grants.aspx>.

**GRANT GUIDELINES:** [Guidelines](#) include details on:

- Application questions
- Review and award process
- Reporting and reimbursement
- Administrative rules

**ASSISTANCE:**

Please read the Oregon Main Street Revitalization Grant Guidelines for details on the application, review, award and grant management. For assistance with grant questions, OPRD: Grants Online, translation or accessibility needs contact Kuri Gill, [kuri.gill@oprd.oregon.gov](mailto:kuri.gill@oprd.oregon.gov), 503-986-0685.

